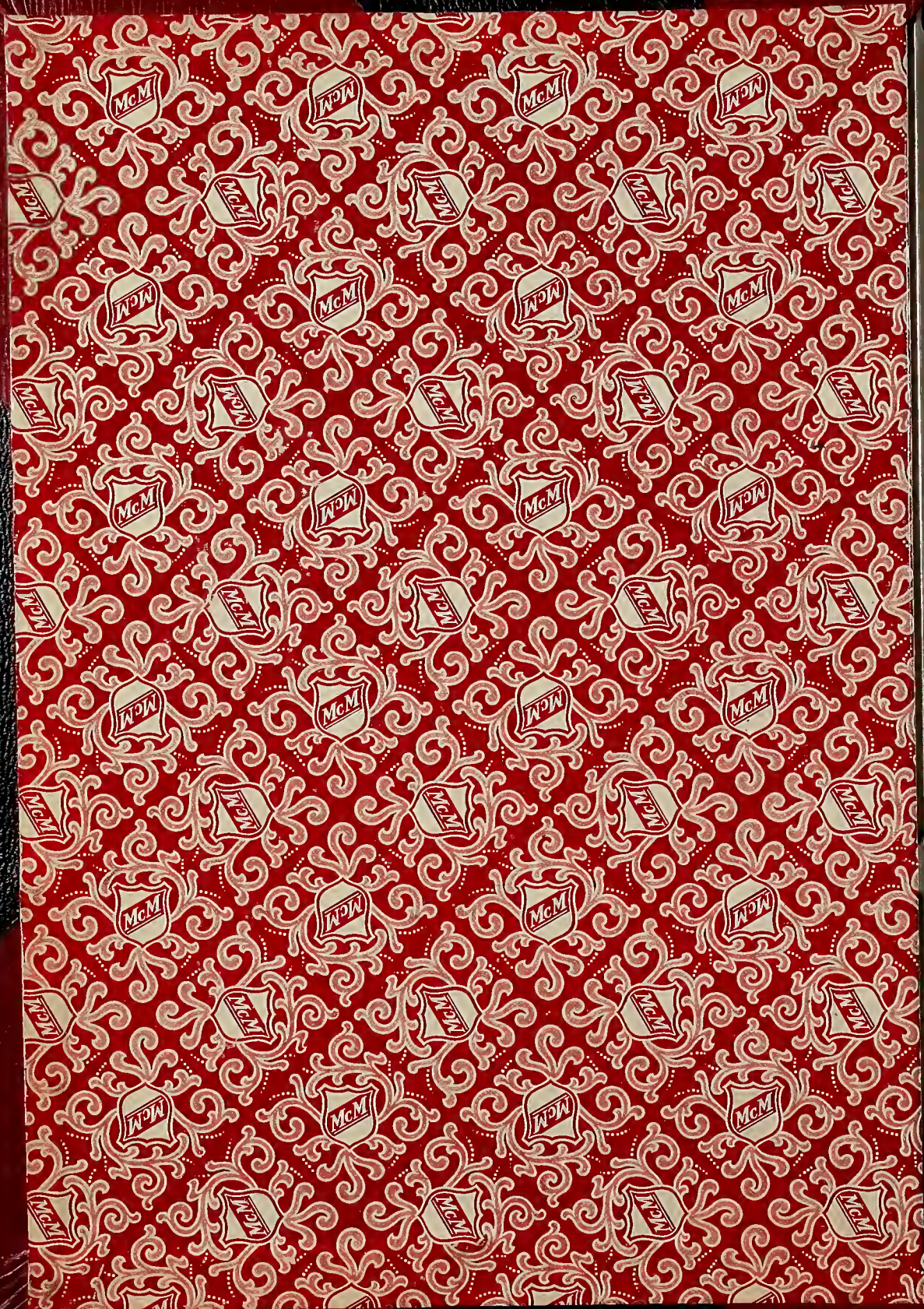


BOARD OF GOVERNORS  
UNIVERSITY OF TORONTO

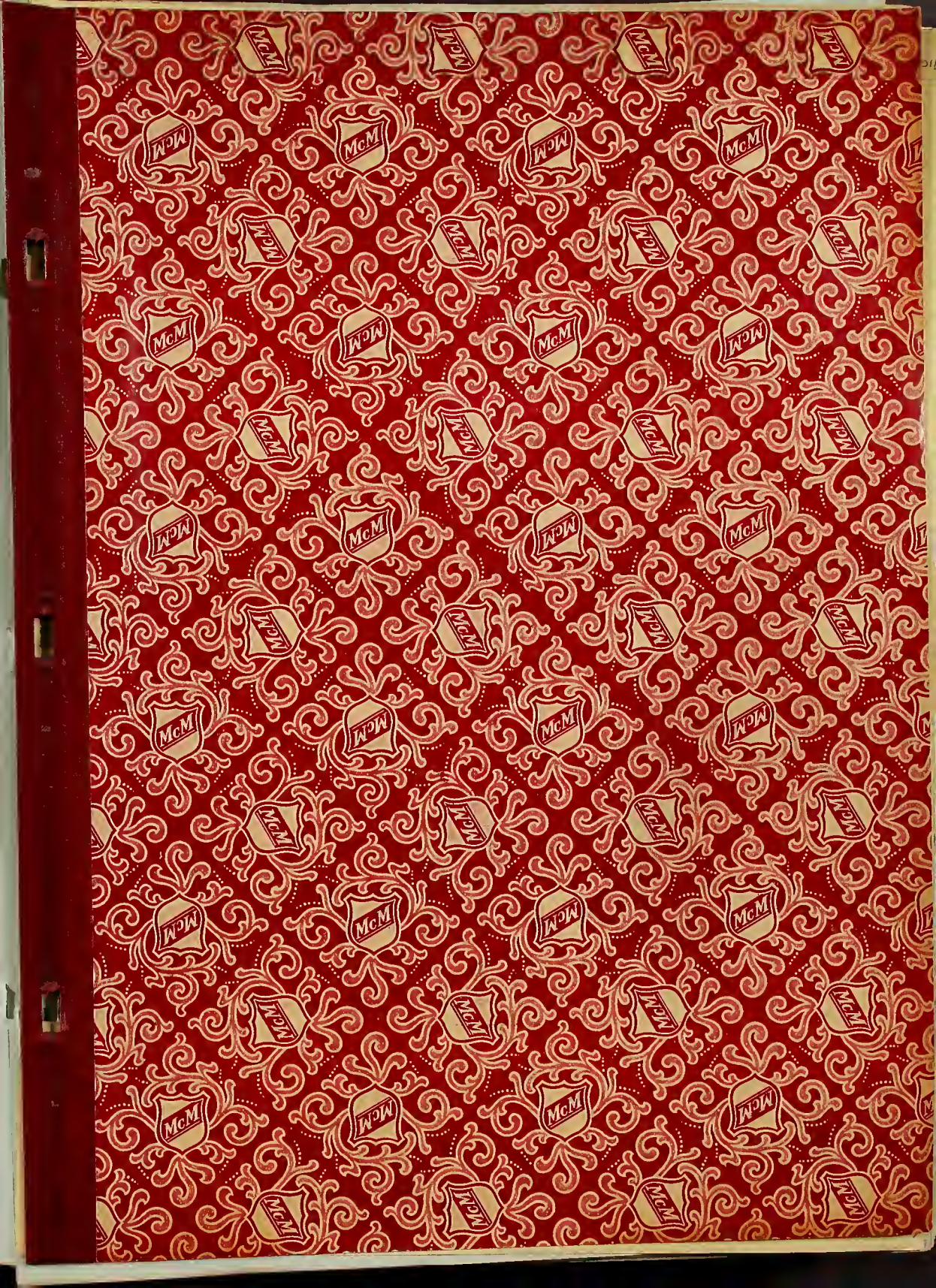
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MINUTE BOOK













A70-0024/028 (016)







Minutes of the meeting of the Board of Governors held  
in the Board Room, Simcoe Hall, on Thursday, October 10th, 1940, at  
4 p. m.

Present -

Dr. Gibson (Acting Chairman)  
The Chancellor  
The President  
Dr. Anderson  
Hon. Dr. Ferguson  
Hon. Dr. Kelly  
Mr. Burns  
Mr. Rogers  
Mr. Labine

Mr. Young  
Hon. Dr. Bruce  
Mr. Morrow  
Mr. Ross  
Mr. Bryce  
Mr. Neilly  
Mr. McCullagh  
Chief Justice Rose

The Bursar was present as Secretary

Before proceeding with the business of the meeting the  
Secretary reported that he had been informed on behalf of the following  
members that they would be unable to attend:-

The Chairman (Dr. Macdonald)  
Mr. McCarthy

Dr. Gibson  
in the  
Chair

In the absence of the Chairman and the Vice-Chairman,  
Dr. Gibson, as Acting Chairman, presided.

The minutes of the last meeting were read and confirmed.

Arising out of the minutes the following matters were  
reported:-

With-  
drawal of  
notice of  
motion re  
Professor  
Underhill

In connection with the notice of motion given by Mr. Balmer  
Neilly at the meeting of the Board held on September 26th,

It was moved by Mr. Neilly,

Seconded by Hon. Dr. Ferguson,

That the President be instructed to advise Professor F. H.  
Underhill that this Board will not continue to pay Professor  
Underhill a salary equivalent to that which he is now receiving.

After discussing this matter at length Mr. Neilly agreed to  
withdraw the motion pending a report from the President.

Adjourn-  
ment of  
S. Levine's  
case

The Bursar stated that he had been advised by the University  
Solicitor that in accordance with the Board's instructions he had attend-  
ed in Police Court on the morning of October 4th at the trial of Dr. S.  
Levine but that the hearing was adjourned until October 11th, bail of



S. Levine's  
case (con-  
tinued)

\$3,000 being renewed, and that he would report further in due course.

In this connection a letter was read from Professor E. F. Burton recommending that Levine receive his salary for September, and the Board approved of a cheque being issued to him for that month.

Members' ap-  
pointed to  
Conservatory  
Board for  
1940-41

The Bursar presented a letter from the Secretary-Treasurer of the Toronto Conservatory of Music enclosing a copy of the President's report for the year 1939-40 adopted at the annual meeting of the Conservatory held on October 9th, and advising that at this meeting By-Law "D" was confirmed, under which the following gentlemen were nominated as members of the Conservatory Board for 1940-41 by Dr. Cody, one of the Controlling Members:-

The Chairman of the University Board	)	
(Dr. D. Bruce Macdonald)	)	
The President of the University	)	ex-officio
(Hon. H. J. Cody)	)	

Colonel F. H. Deacon (Chairman)	Sir Ernest MacMillan
Floyd S. Chalmers (Vice-Chairman)	F. K. Morrow
H. H. Bishop	R. O. McCulloch
Chas. F. Burns	Hon. Vincent Massey, P.C.
Lieut.-Col. R. Y. Eaton	W. H. Plant
Lieut.-Col. H. L. Edmonds	Dana H. Porter
F. R. MacKelcan, K.C.	

R. A. Bryce	)	
Chief Justice Rose	)	Controlling Members

Conservatory's re-  
port re-  
ferred to  
Finance  
Committee

The Auditor's Report and Financial Statement of the Conservatory for the year ending 30th June, 1940, was also presented but was referred to the Finance Committee for consideration and report.

Appoint-  
ments

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

For the Session 1940-41

Athletics & Physical Training - Men:

Gymnasium Instructors:

C. Zwygard	- 1 Oct. to 30 April	\$1,100
H. Phillips	- part time, 5 mos. (also Night Supervisor @ \$600 to be paid from the funds of the Athletic Association)	400

Locker Attendants:

J. R. Rimmer	- 33 weeks from 1 Oct. (also Attendant at Night Classes @ \$5 per week to be paid by the Athletic Association)	20 per wk.
C. Carruthers	- 32 weeks from 1 Oct.	\$20 per wk.
A. Jordan	- 30 " " 1 " (also Attendant at Night Classes @ \$5 per week to be paid by the Athletic Association)	15 per wk.



Appoint-  
ments  
(Cont'd)

Faculty of Arts:

Physics:

Miss M. McKinley	- Assistant Demonstrator	\$1,000
Mrs. P. A. Deacon	} Class Assistants, each @	\$1.25 per hr.
Mrs. A. D. Misener		
S. G. Ellis	- Fellow in Spectroscopy	\$1,000

Biology:

Miss M. Anderson	- Assistant (vice S. J. Hart, resigned)	400
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Botany:

Class Assistants:

A. R. Gopalayengar	- \$680	C. N. Haldenby	- 680
B. B. Hillary	- 680	Miss D. W. Kirk	- 340
C. D. McKeen	- 600	Miss J. M. McLellan	- 500
Miss R. H. Moore	- 500	N. W. Radforth	- 680
L. T. Richardson	- 600	Miss G. C. Taylor	- 300
W. R. Watson	- 680		
D. S. Hull	- Herbarium Assistant, 1 Oct. to 30 June @ \$75 per mo.		

Geography:

Assistants:

L. G. Reeds	-	\$350
Miss N. Hopper	)	75
Mrs. Elizabeth A. Hume-Rothery	part time	75

Psychology:

E. Signori	- Class Assistant (cancelling previous appointment vide folio 237)	300	
Readers:			
J. Kaplan	- \$200	C. Marshman	200
T. R. Maxwell	- 150	G. W. Fitzgerald	200
C. G. Stogdill	) Special Lecturers		100
K. H. Rogers			200
Miss N. Loeb	- Research Fellow (cancelling previous appointment vide folio 237)	500	

Faculty of Medicine:

Anatomy:

H. C. Elliott	- Assistant in Histology	600
Miss V. Ryder	- Demonstrator in Histology	100
F. P. McInnis	} Demonstrators	250
Miss M. R. Abel		400
G. A. Graham	} Demonstrators in Neurology	60
B. Wintrobe		60
H. Lloyd	- Laboratory Assistant, 20 Sept. to 30 June	\$520 per an.

Surgery:

<u>Special Demonstrators:</u>			
M. H. V. Cameron	- \$150	F. Burns Plewes	150
Wallace Scott	- 150	W. D. Smith	150

Oto-Laryngology:

G. M. Biggs	- Professor and Head of Department	700
<u>Special Lectures:</u>		
A. D. A. Mason	- Lecturer in Dentistry	100

Faculty of Applied Science:

Electrical Engineering:

<u>Demonstrators:</u>			
W. C. Moull	-		1,000
W. F. Haehnel	- part time		500

Mechanical Engineering:

C. M. Bartlett	- Special Lecturer	1,800
R. G. Hillier	- " Instructor	1,800
W. A. Wallace	- Instructor	1,300
Demonstrators:		
J. J. Brown	- \$1,100	A. E. King - 1,100
C. W. McEwen	- 1,100	W. R. Thompson - 1,100
Mrs. G. E. Hammersley	- Office Assistant and Librarian (vice Miss M. Burt on leave of absence) 3½ mos. from 15 Sept.	\$90 per mo.

Appoint-  
ments  
(Cont'd)

Faculty of Applied Science (Cont'd):

<u>Civil Engineering: Surveying &amp; Geodesy:</u>			
H. S. Wainberg	- Demonstrator, Michaelmas Term		\$400
<u>Mining Engineering:</u>			
C. Rickard	) Laboratory Helpers, 30 weeks from 23 Sept.		450
D. Trimble			450
<u>Chemical Engineering:</u>			
W. H. Rapson	- Instructor (cancelling previous appointment vide folio 238)		\$1,400
<u>Demonstrators:</u>			
L. J. Rubin	- \$1,050	J. O. Thompson	1,050
R. G. Billingham	- 1,000	E. B. Trickey	500
<u>School of Architecture:</u>			
J. A. Layng	- Special Instructor (vice MacKenzie Waters, resigned) 6 mos.		700
<u>Engineering Drawing:</u>			
<u>Demonstrators:</u>			
D. P. Scott	- \$1,100	F. W. Philpot	1,000
G. W. Wurts	- 1,000	G. E. Lingren (part-time)	600
<u>Instructors:</u>			
G. R. Edwards	- 1,600	J. M. Carswell	1,500
<u>School of Graduate Studies:</u>			
Miss Jean Gordon	- Stenographer (vice Miss D. R. Bond, resigned) 21 Oct. to 30 June @ \$900 per an.		

University Extension & Publicity:

<u>Course in Aerial Navigation:</u>			
R. G. Elson	) Instructors in Physics		1,000
J. B. Hall			525
R. Richmond			300

Ontario College of Education:

N. Davies	- Lecturer, Methods in Agriculture	300
A. C. Lewis	- Instructor, Courses for degrees in Pedagogy	200

Special Research:

<u>Biology:</u>			
J. H. Folwell	- Research Assistant (vice C. Nicol, resigned)		300
<u>Botany:</u>			
M. W. Bannan	) Research Assistants		400
D. H. Hamly			400
N. W. Radforth			200
<u>Banting:</u>			
<u>Technicians:</u>			
A. Loughheed	) 15 Sept. to 15 March	\$60 per mo.	
C. Cassie		55 " "	
<u>Research Assistants:</u>			
J. Dewan	- part time		500
E. C. Black	- 1 Oct. to 31 March	250 per mo.	
F. L. Lawson	- 1 Oct. to 30 June	125 " "	

Appoint-  
ments to  
Councils  
of Facul-  
ties

The following were appointed to sit as representatives on the  
Faculties named:-

<u>On the Council of the Faculty of Arts:</u>			
<u>From the Faculty of Medicine:</u>			
Professors D. T. Fraser		E. T. Waters	
N. B. Taulor		J. C. Watt	
H. Wasteneys		A. L. Wynne	
<u>From the Faculty of Applied Science:</u>			
Professors J. R. Cockburn		W. J. T. Wright	
T. R. Loudon		C. R. Young	
W. M. Treadgold			
<u>From the Faculty of Forestry:</u>			
Professor R. C. Hosie			
<u>From the Faculty of Household Science:</u>			
Professors J. B. Brodie		C. C. Benson	
<u>From the Faculty of Music:</u>			
Professor Leo Smith			



Appoint-  
ments to  
Councils  
of Facul-  
ties  
(Cont'd)

On the Council of the Faculty of Applied Science:

From the Faculty of Arts:  
Professors S. Beatty )  
I. R. Pounder ) Mathematics  
D. A. F. Robinson )  
  
F. B. Kenrick )  
L. J. Rogers ) Chemistry  
J. T. Burt-Gerrans )  
  
E. S. Moore )  
A. MacLean ) Geology  
G. B. Langford )  
  
A. L. Parsons )  
J. Ellis Thomson ) Mineralogy  
M. A. Peacock )  
  
E. F. Burton )  
L. Gilchrist ) Physics  
J. Satterly )

On the Council of the Faculty of Forestry:

From the Faculty of Arts:  
Professors E. F. Burton - Physics  
E. S. Moore - Geology  
From the Faculty of Applied Science:  
Professor W. M. Treadgold

On the Council of the Faculty of Household Science:

From the Faculty of Arts:  
Professors Norma H. C. Ford - Biology  
J. Gertrude Wright - Botany  
W. S. Funnell - Chemistry  
H. J. C. Ireton - Physics  
From the Faculty of Medicine:  
Dr. Frieda H. Fraser - Hygiene  
Professor E. T. Waters - Physiology

Confirma-  
tion of  
appoint-  
ment of  
Bora  
Laskin

In accordance with the notice previously given the President moved that Bora Laskin be appointed a Lecturer in the Department of Law for 1940-41 at a salary of \$1,800, and this appointment was accordingly made.

Notice of  
motion re  
appoint-  
ment of  
Frank  
Noakes

The President gave further notice that he would move at the next meeting of the Board that the appointment of Frank Noakes as a Lecturer in the Department of Electrical Engineering for 1940-41 at a salary of \$1,800 be confirmed.

Adjust-  
ments in  
salaries  
in Depart-  
ment of  
Law

In view of the resignation of Professor N. A. L. MacKenzie and the re-distribution of the work in the Department of Law, the Board approved of the President's recommendation that adjustments be made in the salaries of the following members of the staff of that department, effective from 1st October, 1940:-

Professor W. P. M. Kennedy	from \$5,800	to \$6,000	per annum
Professor F. C. Auld	" 4,200	" 4,500	" "
Professor J. Finkelman	" 2,900	" 3,100	" "
J. E. M. Hancock, Lecturer,	" 1,800	" 1,850	" "

Adjust-  
ments in  
salaries  
in Depart-  
ments of  
Biology,  
Psychology  
and Anatomy

Additional adjustments in salaries were also approved  
for the Session 1940-41 upon the President's recommendation:-

Biology (for extra services during the absence of E. C. Cross  
on war service):

Mrs. Helen Johnson	(with temporary change of title from Secretarial Assistant to Acting Secretary)	from \$1,200	to \$1,500
Miss Phyllis Foreman	- Stenographer	- from \$1,050	to \$1,125
Miss Eleanor Caesar	- Secretarial Assistant-	" 720	" 795
Alex. Wilson	- Laboratory "	- " 1,050	" 1,125
W. Smith	- " Attendant-	" 900	" 975

Psychology:

Miss M. D. Salter	- Instructor	- from \$ 600	" \$ 800
Miss M. L. Northway	- "	- " 400	" 500
E. S. W. Belyea	- Class Assistant	- " 400	" 500
Miss K. Harvie	- " "	- " 300	" 400
Miss M. Wright	- " "	- " 300	" 400

Anatomy:

N. C. Delarue	- Demonstrator	- " 300	" 325
W. D. Platt	- "	- " 250	" 325
C. Sheard	- "	- " 250	" 325
W. J. Winthrope	- "	- " 250	" 325
Miss K. McMurrich	- "	- " 700	" 800
H. McCormick	- Laboratory Assistant	- " 1,700	" 1,750
C. Storton	- " "	- " 1,050	" 1,100

Other recommendations by the President were approved  
as follows:-

Reduction  
in salary  
of Sir  
Frederick  
Banting  
for dura-  
tion of  
war at  
his own  
request

The payment to Sir Frederick Banting, at his own request, of  
half salary, viz: \$2,500 per year for the duration of the war, as he is  
now attached to Headquarters Staff, R.C.A.M.C., Ottawa, where he spends  
two days each week and the remainder of the time in the department. As  
Sir Frederick wished to have this reduction date from 1st July, 1940, and  
as he had already received his salary for the months of July, August and  
September, it was decided that no cheques would be issued to him for the  
months of October, November and December.

The Board also approved of the remaining half of his salary,  
i.e., \$2,500, being transferred to the funds available for other expenses  
of the Banting and Best Department of Medical Research, and in order to  
have this arrangement date from 1st January, 1940, approval was given to  
Sir Frederick's suggestion that he pay to the Bursar the sum of \$1,250  
which would also be credited to the funds of the department.

Leave of  
absence  
to Prof.  
G. O.  
Smith

Leave of absence on full salary to Professor G. O. Smith,  
Department of Latin in University College, until 1st January, 1941, on  
account of illness.



Vote for  
new Course  
in Physic-  
al and  
Health  
Education

An appropriation of \$300 in connection with the new Course  
in Physical and Health Education, to be apportioned as follows:-

Physical Education for Men	-	\$150
General Expenses	-	150
Total	-	<u>\$300</u>

Transfer  
in Psy-  
chology

A transfer of \$300 from the appropriation for "Class Assist-  
ants" to that for "Instructors" in the Department of Psychology.

War work  
in Elec-  
trical  
Engineer-  
ing re  
short  
wave and  
very short  
wave  
systems

The President presented a letter from Dean Mitchell  
enclosing one from Professor H. W. Price of the Department of Electric-  
al Engineering, regarding an appeal of the National Research Council  
and the British High Commissioner's Office at Ottawa for a special war  
effort by Canadian Universities in the development of apparatus and the  
specialized instruction of young radio engineers in attendance at the  
Universities. The Board considered carefully the suggestions outlined  
for the work which Professor Price and his staff were very anxious to  
undertake, especially along the lines of instruction and research in  
radio technique in short wave and very short wave systems, and which  
were strongly recommended by the President, and

It was moved by Mr. Neilly,  
Seconded by Mr. Bryce,  
And Resolved,

That the following appropriations be assigned  
to the Department of Electrical Engineering from the Wallberg Be-  
quest for the purchase and construction of equipment necessary to  
carry out the proposed work in connection with short wave and very  
short wave systems:-

1. \$ 200 toward the cost of a shelter on the roof of the  
Electrical Building, to enable vacating two interior stores  
rooms for light machinery, etc., moved into and out of the  
laboratories for experimental use -- to clear space for the  
new work.
2. \$3,000 for ultra-high frequency generating and measur-  
ing apparatus, the least which would permit of giving the  
students a reasonable insight and initial experience in the  
field of ultra-high frequency apparatus and circuits.
3. \$1,000 for services of one mechanic to assist in con-  
structing and maintaining a great variety of details neces-  
sary to carry on this work.

making a total in all of \$4,200.

Norwegian  
students  
in Medi-  
cine and  
postpone-  
ment of  
fees

The President also presented a letter from Dr. E. S.  
Ryerson, Assistant Dean and Secretary of the Faculty of Medicine, stat-  
ing that at the request of Dr. Leiv Kreyberg, Professor of Pathology,  
University of Oslo, Norway, permission had been granted to seven Norweg-

Norwegian  
students  
in Medi-  
cine  
(Cont'd)

ian students to register as occasionals in the Faculty of Medicine, and as those students were in this country without funds and were working to finance their course the Board concurred in the President's recommendation that they be permitted to attend as "temporary guests" and that the fees be charged in the regular manner but payment of same deferred until arrangements are ultimately made for the transmission of funds to Canada.

The following donations were reported and were accepted with thanks and appreciation:-

Red Cross  
Society  
grant re  
blood serum  
work in  
Physiolog-  
ical Hygiene

From the Canadian Red Cross Society a further cheque for \$2,500 representing the second instalment of their grant of \$5,000 a year towards the preparation of concentrated human blood serum to be made available to Canadian and British soldiers without cost, and which is being carried on by Dr. C. H. Best in the Department of Physiological Hygiene, School of Hygiene.

National  
Research  
Council  
grants -

From the National Research Council -

(1) a cheque for \$500 as a grant in connection with the research on human dark adaptation to coloured light and application of the findings to airplane cockpit lighting, also under the direction of Dr. Best.

(1) air-  
plane  
cockpit  
lighting

(2) a cheque for \$600 as an accountable advance on the grant of \$1,000 for research into a special phase of chemical warfare under the direction of Dr. C. C. Lucas of the Department of Medical Research - Banting.

(2) chem-  
ical war-  
fare, Lucas

War Tech-  
nical Com-  
mittee grants -

From the War Technical and Scientific Development Committee of the National Research Council:

(1) high al-  
titude flying  
- Banting

(1) a grant of \$7,000 for work on high altitude flying to be carried out by Sir Frederick Banting, and which is of a secret and confidential nature. In this connection authority was given, upon the President's recommendation, for the salaries of the following members of the staff of the Department of Medical Research - Banting being paid out of this fund as from 1st October, 1940:-

A. C. Burton	- Research Associate	9 mos.	\$2,160
E. C. Black	- " Assistant	6 "	1,500
F. L. Lawson	- " "	9 "	1,125
Miss J. Lang	- " "	9 "	1,125
S. Smith	- Technician	9 "	585
Total -			<u>\$6,495</u>

These amounts to be chargeable against this grant but, at the suggestion of Sir Frederick Banting, if the grant is not received they are to be charged against the general funds of the department.



(2) war re-  
search -  
Gordon

(2) a cheque for \$2,260 as a grant for war research work of a confidential nature in the Department of Chemistry under Dr. A. R. Gordon.

Further communications were presented and dealt with as follows:-

Sir John  
Cunning-  
ham  
McLennan  
Prize

From Miss Janet McLennan the following letter outlining the conditions of award in connection with the "Sir John Cunningham McLennan Prize", which were approved of by the Board:-

"Mr. Charles E. Higginbottom,  
Secretary, the Board of Governors,  
University of Toronto.

Dear Mr. Higginbottom:-

On September 12th, 1940, I sent you a cheque for Three Hundred Dollars (\$300), which has been duly acknowledged. This money is handed to the Board of Governors for investment at their discretion, and it is my wish that the annual interest which will accrue from this investment be used to purchase from the University of Toronto Press a copy of 'Sir John Cunningham McLennan, a memoir' by H. H. Langton with a chapter on his Scientific Work by E. F. Burton, bound in royal blue morocco, with a special foreword written by me, tipped in at the front of the book. So that there may be no misunderstanding, I am sending herewith a copy of the book exactly as I wish it to be presented each year, and this should be kept on permanent file for record purposes.

This book is to be given each year as a prize to the student in his final year in the Mathematics and Physics course who is considered by the head or acting head of the Department of Physics to be the most worthy of receiving it.

The prize is to be called 'The Sir John Cunningham McLennan Prize'.

If possible and convenient, I should like to request that the presentation of the prize take place in the McLennan Laboratory, and that it be handed to the recipient by the Chancellor of the University in the presence of interested and appropriate persons.

Yours sincerely,

1st October, 1940.

(Sgd) Janet Cumming McLennan"

Legacy of  
Martha A.  
Jones to  
Women's  
Union

From Principal Wallace transmitting a cheque of the Toronto General Trusts Corporation for \$300 in payment of the legacy left to the Women's Union by the late Martha Alice Jones, and upon his recommendation the Board approved of the suggestion of Miss M. B. Ferguson, Dean of Women, that this money be applied to the furnishing of a sitting room in the Union which is being made available for the Administrative Staff, and that a suitable brass plate be affixed to the wall or door indicating that the room is a memorial to Miss Jones.

Compulsory  
military  
training  
regula-  
tions re  
salary, &c.

From Professor E. F. Burton stating that one of his laboratory assistants had been called up to attend the first thirty-day military training period and asking if there was any ruling about the

Compulsory  
military  
training  
regula-  
tions  
(Cont'd)

payment of wages in these cases. The board decided that those members of the staff taking the thirty-day training under the Act would be granted leave of absence without salary for that period, and that the University would pay the amount of their contribution to the superannuation or pension funds.

Reduction  
in fees  
to British  
Overseas  
boys at  
U.T.S.

From Dr. A. C. Lewis, Headmaster of the University Schools, recommending that the ruling pertaining to the reduction in fees for two or more members of the same family be applicable to British overseas boys, and the Board confirmed the action already taken by the Bursar that a family with one boy attending the Schools who have taken a British boy to live with them should receive the same reduction in fees, viz: \$1.00 for each term, as would apply to those of their own family.

Annual  
statement  
of Ath-  
letic  
Associa-  
tion

From the Secretary of the Athletic Association transmitting a copy of the Auditor's Report and Financial Statement of the accounts of the Association for the year ending 30th June, 1940, and this was referred to the Finance Committee for consideration and report.

Annual  
statement  
of Stud-  
ents'  
Adminis-  
trative  
Council

From the Secretary-Treasurer of the Students' Administrative Council transmitting a copy of the Auditor's Report and Financial Statement in connection with the affairs of the Council for the year ending 30th June, 1940, which was also referred to the Finance Committee.

Letter of  
thanks  
from Mrs.  
Lash Miller

From Mrs. Liller acknowledging with sincere thanks the resolution passed by the Board in connection with the death of her husband, Professor W. Lash Miller.

Payment to  
Mrs. J. C.  
FitzGerald  
of salary  
of late  
husband

Mr. Neilly presented a copy of a minute adopted at a meeting of the Connaught Laboratories Committee held on 24th September, 1940, containing a resume of the remarkable achievements of the late Dr. J. G. FitzGerald, and this was received with much gratification by the Board. In this connection -

It was moved by Mr. Neilly,  
Seconded by Hon. Dr. Bruce,  
And Resolved,

That approval be given to the resolution of the Connaught Laboratories Committee that the salary which would have been paid to Dr. FitzGerald be continued for the period ending 31st March, 1941, and be paid to his widow, Mrs. Edna Leonard FitzGerald.



Standing  
Commit-  
tees for  
1940-41

Upon motion of Hon. Dr. Bruce, seconded by Chief Justice Rose, the Standing Committees of the Board were re-appointed for the year 1940-41 as follows, Dr. Anderson requesting to be dropped from the Property Committee and the Education Committee:-

EDUCATION COMMITTEE: (7 members)  
(By-Law No. 7, p. 5)

The Chairman	)	Mr. Bryce
The Chancellor	)	Hon. C. Howard Ferguson
The President (Chairman of Committee)	) ex-officio	Mr. Rogers
		Mr. Young
		(3 vacancies)

FINANCE COMMITTEE: (8 members)  
(By-Law No. 8, p. 5)

The Chairman	)	Mr. Osler (Chairman)
The Chancellor	)	Mr. Ross (Acting Chairman)
The President	) ex-officio	Hon. C. Howard Ferguson
		Hon. H. T. Kelly
		Mr. McCarthy
		Mr. McCulloch
		Mr. Morrow
		Dr. Russell

PROPERTY COMMITTEE: (8 members)  
(By-Law No. 9, p. 6)

The Chairman	)	Dr. Gibson (Chairman)
The Chancellor	)	Hon. Dr. Bruce
The President	) ex-officio	Mr. Burns
		Mr. McCulloch
		Mr. Neilly
		Chief Justice Rose
		(2 vacancies)

COMMITTEE ON HOSPITAL RELATIONS: (4 members)  
(By-Law No. 10, p. 7)

The Chairman	)	Dr. Russell (Chairman)
The Chancellor	)	Dr. Anderson
The President	) ex-officio	Hon. Dr. Bruce
		Hon. H. T. Kelly

COMMITTEE ON UNIVERSITY COLLEGE MATTERS: (6 members)  
(By-Law No. 11, p. 7)

The Chairman	)	Hon. C. Howard Ferguson (Chairman)
The Chancellor	)	Dr. Gibson
The President	) ex-officio	Mr. McCulloch
		Chief Justice Rose
		Mr. Young
		(1 vacancy)

HART HOUSE COMMITTEE: (5 members)  
(By-Law No. 12, p. 8)

The Chairman	)	Mr. Burns (Chairman)
The Chancellor	)	Dr. Anderson
The President	) ex-officio	Mr. Bryce
		Hon. C. Howard Ferguson
		Mr. McCulloch

Standing  
Commit-  
tees  
(Cont'd)

COOR. AUST. LABORATORIES COMMITTEE: (5 members)  
(By-Law No. 13, p. 8)

The Chairman	)	Mr. Neilly (Chairman)
The Chancellor	) ex-officio	Hon. Dr. Bruce
The President	)	Mr. Morrow
		Dr. Russell
		The Chairman of the Finance Committee (Mr. Ross, Acting Chairman)

INSULIN COMMITTEE: (5 members)  
(By-Law No. 14, p. 13)

The Chairman	)	Mr. Morrow (Chairman)
The Chancellor	) ex-officio	Mr. Bryce
The President	)	Hon. C. Howard Ferguson
		Mr. Neilly
		Dr. Russell

Advisory Committee:

Sir Frederick Banting	Dr. Duncan Graham
Dr. C. H. Best	Mr. F. Lorne Hutchison
Dr. R. D. Defries	(1 vacancy)

COMMITTEE ON STUDENTS' ADMINISTRATIVE COUNCIL MATTERS: (3 members)  
(By-Law No. 15, p. 16)

The Chairman	)	Dr. Gibson
The Chancellor	) ex-officio	Mr. Young
The President (Chairman of Committee)	)	(1 vacancy)
		Staff Representatives:
		Dean Beatty
		Mr. W. J. Dunlop

JOINT COMMITTEE ON HOSPITAL APPOINTMENTS: (4 University members)  
(By-Law No. 16, p. 16)

The Chairman  
The President  
Dr. Gibson  
Dr. Russell

COMMITTEE ON RETIREMENT OF PROFESSORS: (3 members)

The Chairman  
The President  
The Chairman of the Finance Committee  
(Mr. Ross, Acting Chairman)

COMMITTEE ON TRUSTS: (3 members)  
(By-Law No. 35)

The Chairman	)	Hon. H. T. Kelly (Chairman)
The Chancellor	) ex-officio	Dr. Gibson
The President	)	(1 vacancy)

Current  
Expendi-  
ture

The Bursar presented his statement, certified by the Auditor, of the expenditure made by him from the Accountable Warrant authorized on 12th September, 1940, and the same was laid on the table. Also his Estimate, under By-Law No. 20, of the amount required to defray

Current  
Expendi-  
ture  
(Cont'd)

Current Expenditure for the balance of the month of October and the first part of November. Ordered that an Accountable Warrant for Two Hundred and Seventy-five Thousand Dollars (\$275,000) be issued to the Bursar.

Proposed  
Institute  
of Physi-  
ology

In connection with the possible establishment of an Institute of Physiology at the University, the President suggested that the Board might consider this matter, and

It was moved by Hon. Dr. Ferguson,  
Seconded by Mr. Bryce,  
And Resolved,

That a Committee consisting of -

The President (Convener)  
Hon. Dr. Bruce  
Dr. Anderson  
Mr. Neilly  
Mr. Morrow  
Mr. Burns

be appointed to consider the advisability of the establishment of an Institute of Physiology, this Committee to co-operate with the Faculty of Medicine in the matter.

The meeting adjourned at 6:45 p.m.

*Indefad  
H.B.*  
Minutes confirmed

*October 24<sup>th</sup> 1940.*

*John J. Gibson*  
Acting Chairman



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Minutes of the meeting of the Board of Governors held  
in the Board Room, Simcoe Hall, on Thursday, October 24th, 1940, at  
4 p. m.

Present -

Dr. Gibson (Acting Chairman)	Hon. Dr. Bruce
The Chancellor	Mr. Neilly
The President	Mr. LaBine
Mr. Young	Mr. Burns
Mr. Bryce	Mr. Ross
Mr. Osler	Hon. Dr. Ferguson
Hon. Dr. Kelly	

The Bursar was present as Secretary

Before proceeding with the business of the meeting the  
Secretary reported that he had been informed on behalf of the following  
members that they would be unable to attend:-

The Chairman (Dr. Macdonald)	Mr. Rogers
Dr. Russell	Mr. McCarthy
Mr. Morrow	Dr. Anderson

In the absence of the Chairman and the Vice-Chairman,  
Dr. Gibson, as Acting Chairman, presided.

The minutes of the last meeting were read and confirmed.

Arising out of the minutes the following matters were  
reported:-

Additions  
to Stand-  
ing Com-  
mittees

In connection with the appointment of the Standing Committees  
for the year 1940-41 the addition of the following names was approved:-

PROPERTY COMMITTEE:

Mr. LaBine  
Mr. Morrow

COMMITTEE ON TRUSTS:

Mr. LaBine

COMMITTEE ON STUDENTS' ADMINISTRATIVE COUNCIL MATTERS:

Mr. Ross

Appointment  
of Mr. Ross  
as Chairman  
of Finance  
Committee  
in place of  
Mr. Osler

Mr. Osler requested to be relieved of the Chairmanship of the  
Finance Committee but agreed to continue as a member of that Committee,  
and upon motion of Hon. Dr. Bruce Mr. Osler's resignation was regretfully  
accepted, and in his place Mr. George H. Ross was appointed Chairman of  
the Finance Committee.

Proposed  
Institute  
of Physi-  
ology

Regarding the proposed establishment of an Institute of Physiology at the University, in connection with which a Special Committee was appointed at the last meeting to consider the matter,

It was moved by Mr. Neilly,  
Seconded by Mr. Bryce,  
And Resolved,

That the Secretary be instructed to write to Dr. C. H. Best requesting that he prepare for the information of the Board a memorandum setting forth the desirability, the needed accommodation and equipment of such an Institute, and the immediate and ultimate revenue required for it.

Also arising out of the minutes the following communications were presented:-

S. Levine's  
case

From the University Solicitor transmitting a stenographic copy of the evidence in the Levine case and advising that judgment had not yet been delivered as the Magistrate wished to have an opportunity of going over the evidence again before coming to a decision.

National  
Research  
Council  
Grant for  
\$7,000 for  
high alti-  
tude flying,  
Banting

From Sir Frederick Banting enclosing a cheque for the \$7,000 granted by the War Technical and Scientific Development Committee of the National Research Council for work on high altitude flying, and stating that there would therefore not be any charge against the general funds of the Department of Medical Research - Banting in connection with the salaries previously authorized to be paid from this grant. Sir Frederick also stated that the balance remaining in the fund after payment of such salaries, viz: \$505., would be used for equipment and supplies for this work.

Letter of  
thanks from  
Mrs. Fitz-  
Gerald re  
salary

From Mrs. J. G. FitzGerald thanking the Board for their generous action in continuing to her the payment of Dr. FitzGerald's salary until March, 1941.

Appoint-  
ments

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

For the Session 1940-41

Faculty of Arts:

Physics:

E. P. Hincks

- Assistant Lecture Assistant (vice J. A. Reid on thirty-day military service) \$63.17

Biology:

Assistants for the Michaelmas Term, 1940:

E. Winchester - \$125

Miss D. W. Kirk 85

D. G. Wilder - 75

H. Nesbitt 50

Mrs. Isobel Radforth - \$35

Miss A. M. Ironside 35

J. R. Brett - 30

G. H. Clawson 30

C. L. Peterson - 30

W. B. Scott 25



Appoint-  
ments  
(Cont'd)

Faculty of Applied Science:

Mining Engineering:

D. E. Campbell	)	\$1,200
J. K. MacFarlane	) Demonstrators	1,200
W. J. Nichols	)	1,200

Chemical Engineering:

Demonstrators:

W. G. MacElhinney	- 7 October to 30 April	975
E. T. Williams	- 11 " " 30 "	950
F. C. D. Wilkes	- 28 " " 30 "	875

Civil Engineering: Municipal & Structural:

W. Kubbinga	- Mechanician from 1 October, 1940	1,900
	(cancelling previous appointment) per an.	

University Extension & Publicity:

Course in Physiotherapy:

Dr. Margaret R. Abel	- Instructor in Anatomy (cancelling previous appointment vide folio 3)	\$ 600
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Course in Occupational Therapy:

Mrs. Jessie Kidd	- Instructor in Remedial Gymnastics	200
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Business Courses, Certificate Course in Business:

Instructors:

H. A. Innis	- Economics I	220
F. R. Crocombe	- Accounting I	220
F. C. Auld	- Mercantile Law	220
R. R. Grant	- Accounting 2	30

Ontario College of Education:

A. J. Bohnen	- Instructor in the University Schools, (part time) 1 Oct. to 30 June	500
Miss M. Faircloth	- Reviser in the Library School, 23 Sept. to 23 May	850
Mrs. Margaret Graham	- Pianist for Women's Physical Education Classes	400

Special Research:

A. S. Weatherburn	- Research Assistant, Chemical Engineering, 15 July to 15 Sept., 1940	250
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Confirma-  
tion of  
appoint-  
ment of  
Frank  
Noakes

In accordance with notice previously given the President moved that Frank Noakes be appointed a Lecturer in the Department of Electrical Engineering for 1940-41 at a salary of \$1,800, and this appointment was accordingly made.

Notice of  
motion re  
appoint-  
ment of  
J. G. Brecken-  
ridge

The President gave further notice that he would move at the next meeting of the Board that the appointment of J. G. Breckenridge as a Lecturer in the Department of Chemical Engineering for 1940-41 at a salary of \$1,800 (cancelling previous appointment as Instructor) be confirmed.

Appoint-  
ment of  
Dr. R.D.  
Defries  
as Direc-  
tor of  
School of  
Hygiene &  
Connaught  
Laborator-  
ies

Also upon the President's recommendation Dr. R. D. Defries, who has been Associate Director of the School of Hygiene and of the Connaught Laboratories for several years, was promoted to the position of Director of the School of Hygiene and Director of the Connaught Laboratories as from 1st November, 1940, to succeed the late Dr. J. G. FitzGerald.

Resignation of  
Dean C.H.  
Mitchell

The President presented a letter from Dean Mitchell tendering his resignation from the staff, and

It was moved by Mr. Bryce,  
Seconded by Mr. Burns,  
And Resolved,

That the Board accept with much regret the resignation of Dean C. H. Mitchell from his position as Dean of the Faculty of Applied Science and Engineering, effective at the end of the present Session and financial year (30th June, 1941), and that the Secretary be instructed to convey to Dean Mitchell an expression of the Board's appreciation of his valued services over a period of many years.

Other recommendations from the President were approved as follows:-

Change in  
Dr. Best's  
title to  
Director  
of Department  
of Physiological  
Hygiene

Confirmation of the deletion of the word "Acting" from the title of Dr. C. H. Best as Acting Director of the Department of Physiological Hygiene in the School of Hygiene, as requested in a letter from Dr. R. D. Defries and approved of by the President on July 10th, 1940.

War leave  
to Mr. G.  
L. Court,  
Bursar's  
Office

Leave of absence for the duration of the war to Mr. G. L. Court, Accountant, Trust Funds, in the Bursar's Office, owing to his enlistment in the Royal Canadian Air Force where he holds the rank of Aircraftsman.

Payment of  
Miss J.  
Barber's  
salary to  
her mother

The payment to Mrs. Barber, mother of the late Miss Jessie Barber, former Dietitian at the University College Women's Union, who died on 21st October, of the salary of Miss Barber to 31st December, 1940.

Amendments  
to Estimates

Additional appropriation:

Civil Engineering: Municipal & Structural:

To provide for an increase in salary to W. Kubbinga (vide folio 17)

\$375

Transfers in appropriations:

Botany:

From "Class Assistants"

To "Laboratory and Office Supplies"

-

160

Ontario College of Education:

From the salary of Professor Adrian Macdonald

To "The School"

-

500

Deferring of  
payment of  
fees of Mrs.  
L. Cassen,  
war guest

The granting to Mrs. Liliane Cassen, a war guest from England without funds and who had enrolled in the Evening Tutorial Classes, a postponement of the payment of her fees until the transmission of funds to Canada is permitted.

Court of  
Discipline  
re Mili-  
tary  
Training

The establishment of a Court of Discipline to be charged with the enforcement of the regulations respecting Compulsory Military Training as set forth in the following resolution, the Committee in this connection to consist of A. B. Fennell, Registrar (Chairman); Professor C. R. Young, and W. Stewart Wallace, Librarian:-

WHEREAS on September 12th, 1940, it was ordered by the Board of Governors on the recommendation of the President -

That all physically fit male undergraduates who are 18 years of age and over at the time of registration in the University be required to take military training;

AND WHEREAS certain problems have arisen regarding the disciplining of students who are enrolled or who are required to enrol for compulsory military training and who may be absent from parade without proper cause, or who may be insubordinate or inattentive while on parade, or whose conduct may in any way be unsatisfactory to the officers in charge of compulsory military training;

AND WHEREAS Section 88 of the University Act authorizes the Board of Governors to abrogate or change the provisions of sections 84 to 87 of the said Act respecting discipline;

By the Board of Governors of the University of Toronto  
BE IT RESOLVED:

I. That a Court of Discipline be and the same hereby is established for the duration of the war or for such period as the Board of Governors may subsequently determine;

II. That the said Court consist of three persons to be named by the President, one of whom shall be named as Chairman of the Court;

III. That the powers and duties of the said Court be:-

1. To consider and deal with such charges of violation of the regulation of the Board of Governors respecting compulsory military training, or of infringement of discipline, as may be referred to it by the Officers Commanding the Canadian Officers' Training Corps and the Auxiliary Battalions.
2. To require to appear at times and places to be determined by the Court, all students so charged together with any witnesses named by the said Officers Commanding or by the students so charged.
3. To investigate the said charges, and to arrive at and publish a verdict regarding each and every such charge.
4. To pronounce a sentence in each case where the student is found guilty of the charge or charges made against him.

IV. That the said Court have the power to impose fines not in excess of those prescribed in the Militia Act, and to recommend to the President the suspension or expulsion of any student who is found guilty.

V. That sections 84 to 87 of the University Act respecting discipline be and the same hereby are abrogated or changed only in so far as may be necessary to provide for the establishment and operation of the said Court of Discipline.

The following donations were reported and were accepted with thanks and appreciation:-

From the National Trust Company a cheque for \$600 being the balance in full of the legacy of \$3,000 bequeathed to the University by

Janet  
Findlay  
legacy



the late Janet Findlay for a scholarship in the Department of Mechanical Engineering.

Archibald  
Gilchrist  
legacy

From the Guelph Trust Company a cheque for \$150 on account of the legacy payable under the Will of the late Archibald Gilchrist for use by the Department of Botany.

War Technical  
and Scientific  
Development  
Committee  
grant for  
Banting

From the War Technical and Scientific Development Committee of the National Research Council a cheque for \$500 to be used for the development of an individual low pressure chamber under the direction of Sir Frederick Banting.

National  
Research  
Council  
grant for  
Dr. P. H.  
Greey

From the National Research Council a cheque for \$150 representing an accountable advance in connection with the research on the chemotherapy of gas gangrene in animals under Dr. P. H. Greey of the Department of Pathology and Bacteriology.

Other communications were presented and dealt with as follows:-

Statutes  
of  
Senate

From the Registrar transmitting for the approval of the Board Statutes of Senate Numbers -

- 1484 - Respecting certain amendments to the Calendar of the Faculty of Arts for the Session 1940-41
- 1485 - " certain amendments to the Calendar of the Faculty of Applied Science and Engineering for the Session 1940-41

which Statutes having been severally read were approved.

Exchange  
Students  
and exemp-  
tion from  
fees

Also from the Registrar with a recommendation of the Senate that exemption from fees be granted to three Exchange Students for the Session 1940-41, which was approved as follows:-

Enrolled in University College:

Loffmark, R. R.	- University of British Columbia	) library,
		) examination
		) and tuition
		) fees

Enrolled in Victoria College:

Baldwin, Miss A.K.	- Mount Allison University	) library and
Pickard, Miss A.J.	- do.	) examination
		) fees

Victoria  
Colleges  
Leases re-  
ferred to  
Property  
Committee

From Dr. Walter T. Brown, Acting Chancellor of Victoria College, asking for a re-consideration of the Board's decision regarding the question of leases, and this matter was again referred to the Property Committee.

Annual State-  
ment of Hart  
House re-  
ferred to  
Finance  
Committee

From the Acting Warden of Hart House transmitting a copy of the Auditor's Report and Financial Statement of Hart House for the year ending 30th June, 1940, as approved by the Board's Standing Committee on Hart House, together with copy of declaration in connection with the Murray and Harold Wrong Memorial Trust Fund, and these were referred to the Finance Committee for consideration and report.

Cost per  
Student  
Report

The Bursar, as Chairman of the Special Committee appointed on 22nd February, 1940, to make a survey on "Cost per Student", presented a report on the Committee's findings in this matter, which was deferred to the next meeting of the Board for consideration. The members were provided with copies of the report and were asked to treat the same as confidential in the meantime.

Appointment  
of Mr. La  
Bine to  
Geophysics  
Committee

Upon motion of Hon. Dr. Bruce, seconded by Mr. Bryce, Mr. Gilbert A. LaBine was added to the personnel of the Special Advisory Committee of the Board appointed in March last in connection with the work in Geophysics.

Mr. Neilly's  
invitation  
to Board  
to visit  
Connaught  
Laboratories  
Farm

In connection with the postponement of the visit to the Connaught Laboratories Farm in June last owing to the death of Dr. FitzGerald, Mr. Balmer Neilly again extended an invitation to the members of the Board to visit the Farm. This invitation was accepted with much pleasure and the date was fixed for Friday afternoon, 1st November, at 3 p. m.

*Indefinite  
M.B.*

The meeting adjourned at 5:50 p. m.

Minutes confirmed  
Nov. 14<sup>th</sup> 1940

*W. H. H. H. H. H.*  
Chairman.

[11]

[12]

[13]



Minutes of the meeting of the Board of Governors held  
in the Board Room, Simcoe Hall, on Thursday, November 14th, 1940, at  
4 p. m.

Present -

The Chairman (Dr. Macdonald)	Mr. Bryce
The Chancellor	Mr. Neilly
The President	Hon. Dr. Ferguson
Dr. Russell	Mr. Burns
Mr. LaBine	Hon. Dr. Kelly
Mr. Osler	Dr. Anderson

The Bursar was present as Secretary

Before proceeding with the business of the meeting the  
Secretary reported that he had been informed on behalf of the following  
members that they would be unable to attend:-

Mr. Ross	Hon. Dr. Bruce
Mr. Morrow	Mr. Rogers
Dr. Gibson	

The minutes of the last meeting were read and confirmed.

Arising out of the minutes the following matters were  
dealt with:-

Cost per  
Student  
Report

The Report of the Special Committee on "Cost per Student" was  
reviewed, and after discussing the report at length it was decided that  
in view of the importance of the information contained therein it should  
be further considered by the Board and be available for future references,  
and in the meantime the Bursar was requested to obtain the following infor-  
mation:-

1. Number of students from each College.
2. Cost per student.
3. Gross cost per College.

In connection with the assistance rendered the Committee by Pro-  
fessor C. A. Ashley,

It was moved by Mr. Bryce,  
Seconded by Mr. Burns,  
And Resolved,

That approval be given to the recommendation  
of the Committee, made by the Bursar as convener, that the sum of  
Four Hundred Dollars (\$400) be paid to Professor Ashley as an  
honorarium for his services in assisting the Committee in the sur-  
vey made in this connection.

3. Levine's  
case

There was presented a letter from the University Solicitor stating that Dr. Samuel Levine had been found guilty on both charges in connection with his association with communists and had been sentenced to six months' imprisonment on each, the sentences to run concurrently, and that in giving judgment the Magistrate stated that he disbelieved the evidence of the accused. The Solicitor also stated he understood an appeal had been entered and that Levine had been released on bail of \$3,000.

Upon motion of Mr. Bryce,  
Seconded by Mr. Burns,  
It was Resolved,

That a decision regarding the continuance of Dr. Levine on the staff be deferred and that in the meantime the Bursar prepare a memorandum giving the details of Levine's employment, and that the Solicitor be asked for his legal opinion in connection with the Board's obligation to make further salary payments to him.

Proposed  
Institute  
of  
Physiology

There was also presented a very interesting letter from Dr. C. H. Best setting forth, at the Board's request, the needed accommodation, equipment and personnel in connection with the proposed Institute of Physiology, and this material was referred to the Special Committee appointed to consider the matter.

Visit to  
Connaught  
Labora-  
tories  
Farm

The Bursar reported that at the invitation of Mr. Neilly a very enjoyable visit had been made to the Connaught Laboratories Farm on Friday, November 1st, at 3 p.m., at which the following gentlemen were present:-

The Chancellor  
Mr. Neilly  
Hon. Dr. Ferguson  
Dr. Gibson  
Dr. Anderson  
Mr. Burns  
Mr. Osler  
Mr. Bryce  
Mr. Rogers  
Mr. Morrow  
Mr. Higginbottom (Secretary)

Dr. Defries  
Dr. Best  
Dr. Fraser  
Dr. Scott  
Dr. Orr  
Mr. Hutchison

The group convened in the upstairs section of the Laboratory building at 3:30 p.m., and an explanation of the work of the Laboratories was given by the following:-

1. Dr. Defries - A description of the beginning of the Laboratories, the area, the products prepared, the animals in stock, and the crops of the farm (see memorandum).
2. Dr. Best - Heparin - recent developments.
3. Dr. Fraser - Antitoxins - diphtheria, etc.

Visit to  
Connaught  
Labora-  
tories  
Farm  
(Cont'd)

After visiting all the buildings (including the original barn which had housed the first horses used by Dr. FitzGerald and which had latterly been moved from Barton Street to the Farm, and after watching the injections and bleeding processes, the group adjourned to the home of Mrs. (Dr.) McKinnon (Dr. McKinnon is overseas) at the Farm where Mrs. McKinnon, Mrs. Orr and Miss Finegan served tea. The visitors left the Farm at 5:45 p.m.

Upon motion of Mr. Bryce,  
Seconded by Mr. Burns,  
It was Resolved,

That a vote of thanks be tendered to Mr. Neilly for the courtesy extended to the Governors upon this occasion, and also to Dr. Defries and his staff for a very pleasant and instructive afternoon.

Appoint-  
ments

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

For the Session 1940-41

Athletics and Physical Training - Men:

Part-time Instructors:

M. Glionna	- Boxing	\$250
G. Daly	- Wrestling	200
F. Shimidzu	- Jiu Jitsu	50

Athletics and Physical Education - Women:

Special Lecturers in Course for Diploma in Physical Education:

D. Y. Solandt	- Physiology of Exercise	150
Miss K. I. McMurrich	- Anatomy & Kinesiology	150
H. D. Ball	- Anatomy	150
Mrs. Margaret Graham	- Theory of Music	50
Mrs. S. Baker	- Voice Training and Dramatic Art	50

Faculty of Arts:

Physics:

J. C. Findlay	- Research Assistant, 1 Oct. to 30 June	\$ 70 per mo.
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History:

R. G. Riddell	- Reader	250
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Archaeology:

F. Y. S. Tseng	- Research Assistant, Chinese Archaeology	without salary
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Italian & Spanish:

C. H. Andrusyshen	- Temporary Instructor, November and December	300
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Faculty of Medicine:

Pathology & Bacteriology:

W. L. Donohue	) Demonstrators in Pathology	100
Dr. Mary I. Tom		75
M. A. Ogryzlo		75

School of Hygiene:

F. O. Wishart	) Instructors for Public Health	250
A. J. Bishop		200
Miss J. E. MacDonald	- Laboratory Assistant, Epidemiology and Biometrics, 11 Nov. to 30 June	42 per mo.

Appoint-  
ments  
(Cont'd)

Faculty of Applied Science:

Electrical Engineering:

A. C. Hudson	)	\$66.67
R. K. Smith	) Student Demonstrators	66.67
H. P. Smith	)	66.66
W. B. Blackhall	- Mechanic, 21 Oct. for indefinite period	60.00
		per mo.

Mechanical Engineering:

J. A. N. Carmichael	- Demonstrator (vice W. A. Wallace, re- signed) 6 mos. from 1 Nov.	\$ 940
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School of Nursing:

Lecturers:

J. T. Phair	- Child Hygiene	40
C. E. Phillips	- Development of Modern Educational Thought	200
Dr. Norma Ford	- Biology	300
Trevor Owen	- Medicine	115
H. B. Van Wyck	- Obstetrics	100
J. H. Elliott	- Medicine	40
Gordon Bates	- Medicine	20
Extension Course on Hospital Administration:		
Harvey Agnew	-	45
Clayton Smith	-	50
M. T. MacEachern	- \$50 plus travelling expenses	
Refresher Course on Teaching of Home Nursing Classes:		
C. R. Myers	-	60
J. H. Couch	-	40

Department of Social Science:

Special Lecturers:

Miss M. Bell	- \$75	M. M. Cohn	75
H. Cruikshank	- 75	Miss Mae Fleming	37.50
B. W. Heise	- 37.50	Miss Nora Lea	150
R. E. Mills	- 75	Miss C. E. Whitton	50
K. Rogers	- 20	David Smith	25
Successor to Miss Gorrie (to be nominated for Easter Term)			75

Part-time Instructors in Case Work:

Miss Bessie Gemmell	-	300
Miss D. Hobden	-	350

(£150 of the total expenditure as above is to be charged to the Hanna fund in the Department of Social Science)

Payment to  
Miss C. E.  
Whitton

It was suggested that the President make further enquiries regarding payments by the University to Miss C. E. Whitton, whose name appears on the above-mentioned list at a remuneration of \$50 and who it was believed was employed by the Dominion Government.

University Extension & Publicity:

Instructors:

Teachers' Classes:

V. W. Bladen	- First Year Economics	\$300
A. E. Birney	- " English	300
Miss J. MacLaurin	- Reading Essays	150
C. D. Rouillard	- First Year French	300
Griffith Teylor	- " " Geography	150
G. Tatham	- " " "	330
D. Putnam	- " " "	180
Miss M. Brookstone	- " " "	180
Miss E. M. Jose	- " " "	100
R. M. Saunders	- First Year History	150
G. deT. Glazebrook	- " " "	150
C. deB. Robinson	- First Year Mathematics	300
T. A. Goudge	- " " Philosophy	300
C. R. Myers	- " " Psychology	300
Miss E. G. McClelland	- " " "	150
Dr. Florence Smith	- Second Year English	300
J. G. Andison	- " " French	300
D. J. McDougall	- " " History	300
R. G. Riddell	- " " "	100
R. Brauer	- " " Mathematics	300



Appoint-  
ments  
(Cont'd)

University Extension & Publicity (Cont'd):

Teachers' Classes (Cont'd):

S. N. F. Chant			\$450
E. S. W. Belyea		Second Year Psychology	225
Karl Helleiner			150
V. C. Fowke		Third Year Economics	150
W. H. Clawson	-	Third Year English	300
G. W. Brown			180
R. G. Riddell		Third Year History	120
J. Ellis Thomson	-	Mineralogy	100
V. J. Okulitch	-	Geology	200
William Wightman	-	Mineralogy	40
S. V. Burr	-	"	75
J. M. Anderson	-	Physics	300
Miss R. Haldenby	-	Library	40
Miss G. Anderson	-	Evening Service, checking admissions and attendance	100

Evening Tutorial Classes:

T. B. Godfrey			200
R. R. Grant		Accounting	200
Elton Johnson	-	Advertising	200
E. A. Allcut	-	Aircraft Engines, Industrial and Business Organization	400
Brownlow Card	-	Art of the Theatre	200
John M. Elson	-	Journalism	300
F. R. Crocombe	-	Cost Accounting	200
A. L. Richardson	-	Economics	200
Miss E. N. Martin	-	English Composition	200
J. Campbell McInnes	-	English Diction and Speech (2 classes)	400
G. N. Bramfitt	-	English - Voice, Speech and Diction	200
G. L. Assie			200
S. E. de Champ		French	200
Miss M. D. MacDonald			200
G. Tatham	-	Geography	200
Miss J. M. Forster	-	Gymnastics and Dancing	200
Miss E. Edwards	-	Swimming	100
Mrs. M. C. Graham	-	Pianist	50
Miss Freda Held	-	Homemakers' Course	30
K. S. Bernhardt	-	"	30
Miss Muriel Winter	-	"	30
Mrs. M. L. H. Kirkpatrick	-	"	20
Dr. Jean Simpson	-	"	70
Miss Jessie Roberts	-	"	30
Miss Isabel Loudon	-	Interior Decorating	200
Miss Helen McMurrich	-	Lip Reading	200
Miss A. H. Parsons	-	Magazine Writing, Short Story Seminar	500
F. E. W. Wetmore	-	Chemical Mathematics	200
J. A. Newcombe	-	Metallurgy	300
F. J. Horwood	-	Music Appreciation	200
E. A. Bott			200
J. D. Ketchum		Psychology	200
W. G. Frisby			200
J. E. Laughlin		Public Speaking	200
G. A. McMullen	-	Public Speaking (2 classes)	400
R. O. Hurst			50
J. G. Clarke			10
W. E. Blatz			10
J. W. Lawrence		Salesmanship	10
Graham A. Walter			10
J. P. Crysdale			10
A. G. Demont			10
A. G. Burns			60
C. B. Kay			60
C. B. Bell		Secretarial Practice	20
H. G. Soward			60
R. T. Tanner			200
J. Cano	-	Spanish	100
G. W. Brown			100
R. G. Riddell		The World Today	100
R. M. Saunders			100
Toronto Conservatory of Music - Use of rooms and pianos			100

Appoint-  
ments  
(Cont'd)

University Extension & Publicity (Cont'd):

Short Courses, Firemen's Course:

J. Watson Bain - \$10 R. W. Angus \$10

Business Courses, Certificate Course in Business: 100

Correspondence Courses:

(Remuneration to be paid upon certificate, based on work done)

Upper School:

A. G. Croal - Upper School Physics  
H. A. Grainger - Upper School Botany, Zoology and Chemistry  
P. A. Petrie - Upper School Algebra, Geometry and Trigonometry

J. H. Mills - Upper School Latin  
N. L. Murch - Upper School German and French

Commercial:

J. J. Bailey - Penmanship  
W. Baird - Secretarial Practice, Shorthand  
L. S. Beattie - Office Practice, Shorthand Methods  
W. G. Bennett - Bookkeeping Methods  
W. J. Brown - Business Correspondence and Fyling, Theory of Economics, Money and Banking, History of Commerce

H. G. Harvey - Accountancy, Bookkeeping  
T. W. Oates - Arithmetic of Investment, Business Arithmetic, Business Law

Miss E.M. Rutledge - Typewriting Methods

Paul Sutton - Elementary Typewriting

Special Research:

Banting:

H. C. Bazett - Research Professor, from 1 Dec. to 1 Mar. \$2,000 (Can. Funds)  
Miss E. Speers - Assistant from 1 Nov. to 30 June 70 per mo.

The following were appointed to sit as representatives on the Council of the School of Nursing:-

School of Hygiene	Dr. R. D. Defries
	Dr. D. T. Fraser
Department of Paediatrics	Dr. Alan Brown
" " Medicine	Dr. Duncan Graham
" " Biology	Dr. Norma Ford
" " Surgery	Dr. E. S. Ryerson
" " Obstetrics	Dr. W. A. Scott
" " Psychology	Professor E. A. Bott
" " Psychiatry	Dr. C. B. Farrar
" " Social Science	Miss A. C. McGregor
" " Anatomy	Dr. Ruggles George
Faculty of Dentistry	Dr. A. D. A. Mason
Ontario College of Education	Dr. C. E. Phillips

Confirma-  
tion of  
appoint-  
ment of  
J. G.  
Brecken-  
ridge

In accordance with notice previously given the President moved that J. G. Breckenridge be appointed a Lecturer in the Department of Chemical Engineering for 1940-41 at a salary of \$1,800 (cancelling previous appointment as Instructor vide folio 238, Minute Book No. 1), and this appointment was accordingly made.

Notice of  
motion re  
appoint-  
ment of  
C.E. Helwig

The President gave further notice that he would move at the next meeting of the Board that the appointment of C. E. Helwig as a Lecturer in the Department of Civil Engineering: Municipal and Structural, from 1 December, 1940, for the balance of the Session 1940-41 at a salary of \$2,000 per annum (cancelling previous appointment as Instructor) be confirmed.

Other recommendations from the President were approved as follows:-

Increase  
in salary  
to Dr. R.  
D. Defries

That the salary of Dr. R. D. Defries, who had recently been promoted to the positions of Director of the School of Hygiene and Director of the Connaught Laboratories, be increased from \$7,500 to \$10,000 per annum from 1 November, 1940, one half to be paid by the School of Hygiene and one half by Connaught Laboratories.

Payment  
to Mr.  
J. B.  
Bicker-  
steth,  
Warden of  
Hart  
House

That the salary of Mr. J. B. Bickersteth, Warden of Hart House, be paid to 31 December, 1940, the date to which leave of absence had been granted to him by the Board on 12 September last. In this connection the President was requested to obtain further information from Major-General McNaughton regarding the work which Mr. Bickersteth is doing in England.

Payment  
of half  
of Prof.  
J. O.  
Wilhelm's  
salary  
by Research  
Enterprises  
Limited

That Professor J. O. Wilhelm of the Department of Physics be loaned for half time to Research Enterprises, Limited, as from 1 November, 1940, for the remainder of the Session 1940-41, on condition that they pay their half of Professor Wilhelm's salary through the University, and that contributions to the Teachers' Insurance and Annuity Association be continued on the basis of his full salary; also that Professor Arnold Pitt and Mr. J. M. Anderson each be paid an additional \$200 from the \$1,000 saved in the appropriation for Professor Wilhelm's salary, the remaining \$600 to be made available for Professor Burton to employ an extra machinist for a period of six months.

Confirma-  
tion of  
appoint-  
ment of  
Miss Rud-  
land Hills,  
Physio-  
therapy

That confirmation be given to the appointment of Miss Rudland Hills as Chief Instructor in Physiotherapy in the Department of University Extension at a salary of \$1,500 per annum (vice Miss Shilton, resigned), and that her transportation from England once and back to England be paid if she stays three years or more and if her services prove to be satisfactory. Confirmation was also given to the issue of a cheque to the Canadian Pacific Railway Company for \$267.20 of the total of \$300 authorized in this connection.

Leave of  
absence  
to Prof.  
J. E. Shaw

That leave of absence on full salary be granted to Professor J. E. Shaw of the Department of Italian and Spanish from 1 November to 31 December, 1940.

Amend-  
ments  
to  
Estimates

That additional appropriations be granted as follows:-

Italian and Spanish:

To provide for the salary of C. H. Andrusyshen (vide folio 25) \$300

University Extension and Publicity:

"Evening Tutorial Classes"	-	\$10,000
"Teachers' Classes"	-	9,000

University Press:

From "Surplus" Account to cover the purchase of new machinery and equipment	-	7,500
--	---	-------

That the following transfers in appropriations be granted:-

Geography:

From "Maintenance"	
To "Apparatus"	75

University Extension and Publicity:

From the salary of R. P. Brown	\$ 95.83	
" " " " Miss V. Sheldon	316.67	
	<hr/> 412.50	
To "Extra Clerical Assistance"		\$412.50

Post-  
Graduate  
Course  
in Trau-  
matic  
Surgery

That payments to a total of \$675 from the fees of \$700 received for the Post-Graduate Course on Traumatic Surgery held in September last be authorized as follows:-

(a) Honoraria to Instructors:

R. H. Thomas	- \$ 30	P. H. Greey	- \$ 30	
J. A. MacFarlane	- 30	F. I. Lewis	- 30	
D. E. Robertson	- 30	A. W. Farmer	- 50	
J. H. Couch	- 50	Gordon Murray	- 30	
R. I. Harris	- 30	K. G. McKenzie	- 30	
Robin Pearse	- 30	H. W. Wookey	- 30	
W. E. Gallie	- 50	W. S. Keith	- 30	
R. M. Janes	- 30	A. B. LeMesurier	- 30	
Dr. Jessie Gray	- 10	D. E. Bell	- 30	
H. D. Storms	- 30	C. H. Hair	- 30	\$640.00

(b) Expenses:

Overtime expenses of attendants, etc.		35.00
	Total	<hr/> \$675.00

Bursary  
Awards

Also upon the President's recommendation the following bursary awards were authorized, subject to the approval of Dr. Gibson:-

Department of Social Science:

E. Stewart Bishop	) \$150 each
Chas. Howard Naphtali	

School of Graduate Studies:

R. F. Schnell	\$113
---------------	-------

Furnish-  
ings for  
two rooms  
in Men's  
Residences

The President presented a letter from the Superintendent of Buildings transmitting an estimate of the cost of providing furniture for each of the three staff rooms in the Men's Residences, and upon motion of Mr. Bryce, seconded by Mr. Burns, an additional appropriation of \$1,000 was voted for this purpose.



Arts re-  
gistration  
and situa-  
tion in  
University  
College

The President also presented a letter from Principal Wallace of University College enclosing statistics regarding the enrolment in Arts courses and drawing attention to the steady decrease in the registration of men students in University College, and after a discussion of the matter it was referred to the Standing Committee of the Board on University College for consideration and report.

National  
Research  
Council  
grants -

The following cheques covering donations from the National Research Council were reported and were accepted with thanks and appreciation:-

- |                                      |            |   |
|--------------------------------------|------------|---|
| (1) Aviation research in Psychology  | \$3,168.82 | - to complete the grant of \$10,000 for Aviation Research in Psychology for the period 1 April, 1940, to 31 March, 1941, \$500 of which Professor Bott stated had been retained by Ottawa for travelling expenses, etc. |
| (2) Chemical warfare under Dr. Lucas | 1,000.00   | - for further work in connection with the special phase of Chemical Warfare being conducted by Dr. C. C. Lucas in the Department of Medical Research - Banting.   |
| (3) Astronomy research               | 25.00      | - as an additional grant for investigations in Astronomy under the direction of Professor R.K.Young.  |

Further communications were presented and dealt with as follows:-

Statute of  
Senate

From the Registrar transmitting for the approval of the Board Statute of Senate Number 1486 respecting certain amendments to the Calendar of the Faculty of Arts for the Session 1940-41, which Statute having been read was approved.

Rifles  
for U.T.S.  
Cadet  
Corps

From the Headmaster of the University of Toronto Schools transmitting a new bond of indemnity to the Minister of National Defence (replacing that previously given) to cover the rifles now on hand for the Cadet Corps of the School, viz:-

Rifles BSA No. 8 - 5 @ \$30 each = \$150.00

and upon motion of Hon. Dr. Ferguson, seconded by Mr. Neilly, authority was given for the Chairman and the Bursar to execute the bond on behalf of the Board.

Fellow-  
ship in  
Chemistry  
from  
Merck &  
Company

From Professor A. R. Gordon stating that Merck & Company of Rahway, N.J., were willing to grant a fellowship in the Department of Chemistry at the rate of \$100 per month for 7 months to 30 June, 1941, for work on a problem in which they were interested. This offer was gratefully accepted by the Board and they authorized payment of the fellowship to Mr. M. Wayman, a graduate student in the department.

Change in  
conditions  
of award  
of Gertrud  
Davis Fel-  
lowship

From the Registrar of University College stating that in connection with the Gertrud Davis Fellowship the donor, Professor H. J. Davis, had made the suggestion that the fellowship be awarded for the study of German on this continent instead of in Germany as previously specified, and transmitting the following minute from the meeting of the College Council of 1 March, 1940, of which the Board formally approved:-

"The Gertrud Davis Fellowship was under consideration and by motion of the Registrar, seconded by Professor Meek, it was decided that the holder could work either at a United States or Canadian University."

Payment of  
Literary &  
Athletic  
Society fee  
by men  
students  
in Physical  
and Health  
Education  
Course

Also from the Registrar of University College stating that under instructions from the President six men registered in the new Course in Physical and Health Education had been admitted to the social and athletic privileges of the College, for which they agreed to pay the necessary fee, and the Board confirmed the action already taken by the Bursar in accepting payment of the annual fee of \$4.00 from these men for the Literary and Athletic Society. Professor McAndrew also stated that in this connection he was endeavouring to have the women students also included in these arrangements.

Geophysics  
Committee  
Minutes

Mr. Bryce presented the minutes of the meeting of the Advisory Committee of the Board on the work in Geophysics held on October 31st, and

It was moved by Mr. Bryce,  
Seconded by Hon. Dr. Ferguson,  
And Resolved,

That the following resolution contained in the minutes of the Geophysics Committee be approved:-

"That the Department of Physics of the University of Toronto refrain from undertaking any geophysical work in the field that does not involve essentially the problem of research, other than that work which might be required by the Department of Mines of this Province; and it was FURTHER AGREED that no obstacle should be put in the way of members of the Staff who might desire to act as Consultants in their private capacity."

Reduction  
in payment  
to Royal  
College of  
Dental Sur-  
geons

The Bursar reported that in October last he had again approached the Royal College of Dental Surgeons in an endeavour to secure a reduction in the annual payment of \$2,500 which the University makes to the College, and that as a result he had been advised in a letter from Dr. Gullett, the Secretary, that although the College was experiencing difficulty in their own budget still their Board desired to assist the University as much as possible, and in view of this the Dir-

Reduction  
in payment  
to P.C.D.S.  
(Cont'd)

ectors had agreed to accept a reduction of \$500 making the annual payment in future \$2,000 instead of \$2,500 as formerly. The Governors were very pleased to be informed of this action and the Secretary was directed to convey their thanks and appreciation to the College.

Authority  
for use of  
unexpended  
salary ap-  
propriations  
in the Bur-  
sar's Office  
and  
approval  
for Mr. H. E.  
McBride to  
sign cheques

Approval was given to the request of the Bursar to have made available for temporary assistance the balance remaining in the appropriations for the salaries of Mr. G. I. Court and Mr. John Prince, two members of his staff who had enlisted in the Royal Canadian Air Force, and in this connection authority was given for an increase in the salary of Mr. H. E. McBride, Bookkeeper, from \$1,200 to \$1,500 per annum as from 1 December, 1940, and he was authorized to sign the University cheques as pro Accountant in place of Mr. Court.

Current  
Expenditure

The Bursar presented his statement, certified by the Auditor, of the expenditure made by him from the Accountable Warrant authorized on 10th October, 1940, and the same was laid on the table. Also his Estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the balance of the month of November and the first part of December. Ordered that an Accountable Warrant for Three Hundred Thousand Dollars (\$300,000) be issued to the Bursar.

Property  
Committee  
Report

Report Number 217 of the Property Committee was read and approved as follows:-

The Property Committee begs to report to the Board of Governors:-

Victoria  
College  
Leases

1. In accordance with the request of Victoria College, your Committee received a deputation from Victoria consisting of Dr. Walter T. Brown, Acting Chancellor; Dr. W. J. Little, Bursar; and Mr. Ray T. Birks, K.C., and Mr. Morley Smith, members of their Property Committee, to explain their position in connection with the suggestion previously made to have all the leases to Victoria consolidated and included in the original lease of land on which the main buildings are situated, at the same rental of \$1.00 per year and under the same conditions, and which request had been refused by the University Board upon the Property Committee's recommendation. After hearing the deputation your Committee again considered this matter at length, and recommends that action in this connection be deferred pending the preparation by the Bursar of a report regarding agreements which were made with the various Colleges relating to properties used by them.

Proposed  
use by  
Trinity  
College of  
78 and 86  
Queen's Park

2. In connection with the prospective sale of Trinity House at the corner of St. George and Harbord Streets, which has been used as a Men's Residence by Trinity College, the Chairman of your Committee has received a request from Trinity, if a sale should be made in the very near future, for the use of No. 78 Queen's Park ("Holwood"), and No. 86 Queen's Park, pending the completion of their new residence.

Use of 78  
and 86  
Queen's  
Park  
(Cont'd)

Authority  
for use of  
unexpended  
salary ap-  
propriations  
in the Super-  
intendent's  
Office

Your Committee recommends the granting of the use of these properties to Trinity College at a rental of Three Hundred Dollars (\$300) per month for a period ending 31st May, 1941, subject to certain restrictions as contained in a memorandum of the University Superintendent dated 30th October, 1940.

3. Your Committee has received a report from the University Superintendent transmitting a letter from the Assistant Superintendent, Mr. W. H. Bonus, in which he stated that he had been recommended to command the 1st Armoured Divisional Workshop, R.C.O.C., C.A.S.F., and that he was expected to report at Camp Borden on 7th November.

Upon motion of the President,

Seconded by Mr. LaBine,

It was Resolved,

That your Committee recommend that Mr. Bonus be granted leave of absence under the regulations of the Board for the duration of the war, and that during the absence of Mr. Bonus and Mr. Moogk, already on war service, there be paid from the unexpended portion of their salaries, in accordance with the Superintendent's recommendation, a war bonus at the rate of \$400 per year to Mr. Maxwell, and a war bonus at the rate of \$300 per year to Mr. Shortreed, from 1st December, 1940; and that the balance be made available for temporary assistance in the Superintendent's Office for the remainder of the year 1940-41.

Addition to  
Military  
Studies  
Building,  
119 St. George  
Street

4. Your Committee has received another report from the Superintendent regarding an addition to the Military Studies Building at No. 119 St. George Street, in view of the demand for increased accommodation for the Canadian Officers' Training Corps. This addition would provide more space for Quartermaster Stores and a larger lecture room, and would cost approximately \$10,000 which would be provided by the Corps.

Your Committee recommends that this work be proceeded with and that the drawings and specifications be prepared by the University Superintendent's Office.

All of which is respectfully submitted.

(Sgd) John J. Gibson  
Chairman.

6th November, 1940.

Proxy for  
meeting of  
Consumers'  
Gas Co.,  
and Imperial  
Bank

The Chairman and the Bursar were authorized to sign the necessary forms of proxy for the Annual Meetings of the following corporations:-

Consumers' Gas Company of Toronto	- November 18th, 1940
Imperial Bank of Canada	- November 27th, 1940

The meeting adjourned at 6:10 p.m.

Minutes confirmed

*28 Nov 1940*

*[Signature]*

Chairman

*Indefinite  
p.s.*



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UNIVERSITY OF TORONTO

FINAL REPORT OF SPECIAL COMMITTEE  
ON STUDENT COSTS

-----

October 24th, 1940.

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Your Committee recommends the granting of the use of  
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To the Board of Governors,  
University of Toronto.

Gentlemen:

### Recapitulation

The Committee submitted a Report, dated March 11th, 1940, to the Board; this Report was considered by the Board at its meeting on March 28th, and approved subject to three suggestions which have been followed by the Committee. For the convenience of the Board a copy of the first Report and of the suggestions referred to is attached to this Report as Appendix A.

### Procedure

Questionnaires were sent out to all teaching departments and when filled in were returned to the Bursar. The Committee appointed a graduate from the course in Commerce and Finance to work under the supervision of Professor Ashloy. His first work was to examine the questionnaires. A certain amount of additional information from some departments was sought through the Bursar; and the heads of some departments were interviewed to elucidate some of the information, particularly for the purpose of avoiding duplication. Four hundred and thirty-five questionnaires were received, and calculations on these were made and checked to determine the basic information on which the allocation of expenses was to be made.

The expenses of the University were broken down into salaries, maintenance of buildings and administrative overhead on the basis of information supplied by the offices of the Bursar, the Superintendent and the Registrar; and the numbers of students in the various Faculties were supplied by the Registrar from information prepared for the President's Report. Reference to these administrative offices was made for all the additional information required to carry out the recommendations of the first Report. From time to time questions were submitted to the Committee for decision and the final figures were presented for examination and approval. In all the Committee met twenty-six times and the present Report is, in their opinion, in full accord with the Report of March 11th, amended by the suggestions of the Board of March 28th.

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Your Committee recommends the granting of the use of  
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The Committee wishes to record the complete and courteous co-operation of all members of the University who were approached, often at a time when they were very busy, and to acknowledge the very great assistance given by Professor Ashley who attended the meetings of the Committee in an advisory capacity.

#### Costs Per Student

The "Costs per Student" which have been arrived at for the various Faculties are contained in the schedule below and include all expenses except the cost of Health Services, Athletics, Hart House and the Royal Ontario Museum which are dealt with separately. The fees charged and the numbers registered in the various Faculties have been put alongside the costs for the convenience of the Board. Maximum and minimum fees for regular courses are stated for each Faculty, and include Tuition, Library, Laboratory and one Final Examination; Appendix B-III gives full details of fees. Appendix B-I consists of Notes on Costs per Student.

COSTS PER STUDENT AND SUMMARY OF FEES					
Faculty	Cost per Student	Annual Fees	(Tuition, Library, Laboratory and Examination)	Number of Students	Notes see Appendix B-I
		Maximum	Minimum		
Arts	\$ 411.	\$ 192.	\$167.	2,800	1
Medicine	675.	300.	200.	817	-
Applied Science	518.	250.	250.	961	-
Household Science	444.	175.	175.	50	-
Forestry	1,047.	175.	175.	42	-
Music	84.	40.	35.	50	2
Dentistry	676.	275.	200.	265	3
Social Science	269.	150.	150.	91	4
Nursing	379.	175.	122.	386	5
Graduate Studies	278.	152.	37.	528	6
* Pass Course for Teachers	98.	99.	33.	628	7
* Diploma Courses	276.	175.	175.	171	8
* Evening Classes	10.	10.	5.	3,076	9
Pharmacy	320.	see Note 10.	see Note 10.	220	10
* Administered by the Department of University Extension					

Use of 78  
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Your Committee recommends the granting of the use of  
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Health Services, Athletics and Hart House.

A large proportion of the students pay fees for and receive benefit from these organizations, but as exceptions are many and varied a separate statement in respect of costs and fees is included in Appendix B - II.

Royal Ontario Museum

The Committee decided to state separately in its Report the cost to the University of the Royal Ontario Museum (after expenses directly attributable to Faculties had been deducted.) This amounts to \$79,242.59. The Committee has found no satisfactory formula for the allocation of this sum to the various Faculties, but it amounts to about \$10. per head of students in all Faculties, including the Ontario College of Education.

General Note on Costs per Student.

The costs have been arrived at by dividing the expenses between the Faculties on the basis stated in the first Report. The Faculties vary considerably in size and in the degree of uniformity in the courses taken by students. The Committee is of the opinion that the most reliable results are those obtained for Arts, Medicine, Applied Science and Dentistry, in which, although the courses may not be highly standardized, the variations in the courses are spread over a large number of students and are therefore proportionately of less importance.

The costs depend partly on University policy and also partly on the choice of courses by students. For instance, the maintenance of buildings is about \$100. per student in Forestry, while in Arts it is about \$25. The reason for this is that the Forestry building is used exclusively by the few students in that Faculty, whereas a building such as University College is used for instruction to large numbers of students in several Faculties, and also extensively for night classes. An increase of ten students in Forestry would reduce the cost per student by about

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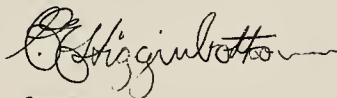


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20% whereas an increase of ten students in Arts would reduce the cost per student by about  $\frac{1}{2}$  of 1%. It matters little to University finances as a whole, however, whether an increase occurs in one Faculty or another unless it is large enough to cause increased expenditure for accommodation or staff.

Submitted on behalf of the Committee.



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APPENDIX A(See pages 184 and 185 of Minute Book No.1)Index

- I. Report of March 11th, 1940.
- II. Suggestions of the Board of March 28th, 1940.

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APPENDIX BIndex

- I. Notes on Costs per Student.
- II. Health Services, Athletics and Hart House.
- III. Details of Fees.
- IV. Remarks by heads of some Departments on Graduate Instruction.

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APPENDIX B - I

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Notes on Costs per Student1. Arts:

The cost per student was arrived at by adding together the Cost per Student in University College for college subjects (\$149), the Cost per Student of all other expenses in the Faculty (\$226), and Administrative Overhead (\$36.) Students in University College take a slightly larger proportion of University subjects than do students in the other Colleges, particularly St. Michael's College, but as questionnaires were not sent to the Departments of the Federated Colleges, details are not available. This is shown by the following:-

Percentages of instruction in University subjects	
given to students in University College	44
University College Students as a percentage of	
total Arts Students	39

For students enrolled in the Federated Arts Colleges the maximum and minimum fees paid to the University are as follows:-

Commerce and Finance	-	\$124 (max);	\$124 (min)
B. A. Courses	-	\$ 37 " ;	\$ 17 "

Under a temporary arrangement, the Federated Colleges pay to the University for each of their undergraduates proceeding to the B.A. degrees 2-3rds of \$25.00, the last increase in the tuition fee.

2. Music:

Attendance at courses of instruction is optional. The tuition fees for these courses, when taken, are paid over to the Toronto Conservatory of Music. The fees given include Matriculation, \$5.00, Registration, \$25.00, and Examination, \$10.00.

3. Dentistry:

No account has been taken of clinical receipts; these have averaged \$28,000 a year during the past five years.

4. Social Sciences:

Of the 91 students registered, 22 were taking less than full-time courses. On the basis that these 22 were doing on the average two-fifths of a full-time course, they were counted as 9 students only, and the total was therefore reduced to 78 for the purpose of the division of expenses in order to arrive at a comparative full-time student cost.

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5. Nursing:

Of the 386 students registered, 250 were taking substantially less than full-time courses, varying from courses of a few days to courses of a month. The number of students in each category was reduced in proportion to the length of the course, with a resulting total of 157, upon which the comparative full-time student cost was based.

6. Graduate Studies:

The Committee was not aware of some of the difficulties that would arise in attempting to arrive at a cost per student until the questionnaires were returned, and it doubts if the student-hour basis was particularly suitable, because the courses show an almost complete lack of uniformity. The Committee has no suggestions as to a method of arriving at a cost per student in this Faculty which would have any meaning; but Statement IV contains notes from the heads of some of the teaching departments which may be of interest to the Board.

7. Paces Course for Teachers:

It must be remembered that these students take fewer subjects a year than do students in the Faculty of Arts as a whole, and that they benefit from the organization of that Faculty in a way which cannot be reflected fully in these figures.

8. Diploma Courses:

These are the courses in Occupational Therapy, Physiotherapy, and Aerial Navigation.

9. Evening Classes:

The cost and fees are those per student per course and do not include any administrative overhead other than that for the Department of University Extension.

10. Pharmacy:

The main fees for the course in Pharmacy are paid by the students to the College of Pharmacy, and the College pays \$15,000 annually to the University. In addition each student pays a fee of \$10. direct to the University.

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APPENDIX B - IIHealth Services, Athletics, and Hart House.

Men's Health and Athletics The Cost per Student for those benefitting from these services is \$6; the fees paid vary from \$3 to \$8. It is impossible to separate the two services or to include any except the direct expenses, and part of the true cost is included, therefore, under Hart House. Fees are compulsory to 3,801 out of a total of 5,048 men students; these figures include the Ontario College of Education.

Hart House The fees are administered by Hart House, and most of the expenses, other than building expenses, are met almost exactly by these fees (\$12 per student). The building expenses amount to an additional \$8 per student of those who are members. Membership is compulsory for 3,736 and optional for 431 out of a total of 5,048 men students; these figures include the Ontario College of Education.

Women's Health and Athletics The cost per Student for those benefitting from these services is \$7; the fees paid are \$3 or \$7. The lower fee is paid by 560 and the higher by 1,368 out of a total of 2,763 women students; these figures include the Ontario College of Education.

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## APPENDIX B - III

## GENERAL SCHEDULE

		B.A. COURSES				COMMERCE			
		Univ. Coll.		Fed. Coll.		Univ. Coll.		Fed. Coll.	
		Man	Wom.	Man	Wom.	Man	Wom.	Man	Wom.
								122	122
		150	150			190	190		
		7	7	7	7				
		10	10	10	10				
		5	4	5		5	4	5	
		12		12		12		12	
Lst	S.A.C.	2	2	2	2	2	2	2	2
Yr.	L.&A.	4				4			
			3				3		
		3	3	3	3	3	3	3	3
			3				3		
		<u>\$193</u>	<u>\$182</u>	<u>\$39</u>	<u>\$22</u>	<u>\$216</u>	<u>\$205</u>	<u>\$144</u>	<u>\$127</u>
		150	150			190	190	122	122
		7	7	7	7				
		10	10	10	10				
		5		5		5		5	
		12		12		12		12	
Yr.	S.A.C.	2	2	2	2	2	2	2	2
		4				4			
			3				3		
		3	3	3	3	3	3	3	3
			4				4		
		<u>\$193</u>	<u>\$179</u>	<u>\$39</u>	<u>\$22</u>	<u>\$216</u>	<u>\$202</u>	<u>\$144</u>	<u>\$127</u>
		150	150			190	190	122	122
		7	7	7	7				
		10	10	10	10				
		12		12		12		12	
		6	6	6	6	2	2	2	2
		4				4			
			3				3		
			4				4		
		3	3	3	3	3	3	3	3
		10	10	10	10				
		<u>\$202</u>	<u>\$193</u>	<u>\$48</u>	<u>\$36</u>	<u>\$211</u>	<u>\$202</u>	<u>\$139</u>	<u>\$127</u>
						190	190	122	122
						12		12	
						6	6	6	6
						4			
						10	10	10	10
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						3	3	3	3
		<u>\$225</u>	<u>\$216</u>	<u>\$153</u>	<u>\$141</u>				

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GENERAL  
COURSE

III Yr. \$188 \$179 \$34 \$22  
(for details see II Yr. less Mod.Ex.&P.T. Men)  
IVth Yr. \$202 \$193 \$48 \$36  
(for details see III Yr. Grad.)

IVth  
Yr.

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APPENDIX B - IIIOF FEESMEDICINE

	Man	Wom.
Tuit.	200	200
M.Ex.&P.T.	5	4
H. H.	12	
1st S.A.C.	2	2
Yr. Mod.Soc.	4	4
M.W.U.A.		2
Ath.	3	3
	<u>\$226</u>	<u>\$215</u>

Tuit.	275	275
M.Ex.&P.T.	5	
H. H.	12	
IIInd S.A.C.	2	2
Yr. Mod.Soc.	4	4
M.W.U.A.		2
Ath.	3	3
Lab.Dep.	10	10
	<u>\$311</u>	<u>\$296</u>

Tuit.	275	275
H. H.	12	
IIIInd S.A.C.	2	2
Yr. Mod.Soc.	4	4
M.W.U.A.		2
Ath.	3	3
Lab.Dep.	5	5
	<u>\$301</u>	<u>\$291</u>

Tuit.	300	300
IVth H. H.	12	
& S.A.C.	2	2
Vth Mod.Soc.	4	4
Yrs. M.W.U.A.		2
Ath.	3	3
	<u>\$321</u>	<u>\$311</u>

Tuit.	300	300
H. H.	12	
S.A.C.	6	6
Vith Mod.Soc.	4	4
Yr. M.W.U.A.		2
Ath.	3	3
Burnside	8	8
Deg.	20	20
	<u>\$353</u>	<u>\$343</u>

APPLIED SCIENCE

	Man
Tuit.	250
M.Ex.&P.T.	5
H. H.	12
1st S.A.C.	2
Yr. Ath.	3
	<u>\$272</u>

Tuit.	250
H. H.	12
IIInd S.A.C.	2
Yr. M.Ex.&P.T.	5
Ath.	3
	<u>\$272</u>

Tuit.	250
H. H.	12
IIIInd S.A.C.	2
Yr. Ath.	3
	<u>\$267</u>

Tuit.	250
H. H.	12
IVth S.A.C.	6
Yr. Ath.	3
Degree	10
	<u>\$281</u>

PHYSICAL AND HEALTH EDUCATION

	Man.	Wom.
1st	180	180
& Tuit.	12	
IIInd H. H.	12	
Yrs. S.A.C.	2	2
Ath.	3	3
	<u>\$197</u>	<u>\$185</u>

DENTISTRY

	Man
Tuit.	200
M.Ex.&P.T.	5
H. H.	12
1st S.A.C.	2
Yr. Ath.	3
	<u>\$222</u>

Tuit.	275
M.Ex.&P.T.	5
H. H.	12
IIInd S.A.C.	2
Yr. Ath.	3
	<u>\$297</u>

Tuit.	275
H. H.	12
IIIInd S.A.C.	2
Yrs. Ath.	3
	<u>\$292</u>

Tuit.	275
H. H.	12
Vth S.A.C.	6
Yr. Ath.	3
Degree	20
	<u>\$316</u>

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FORESTRY

Tuit.	175
M.Ex.&P.T.	5
1st H. H.	12
Yr. S.A.C.	2
For. Cl.	3
Ath.	3
	<u>\$200</u>
Tuit.	175
M.Ex.&P.T.	5
IInd H. H.	12
S.A.C.	2
For.Cl.	3
Ath.	3
	<u>\$200</u>
Tuit.	175
IIIrd H. H.	12
Yr. S.A.C.	2
For.Cl.	3
Ath.	3
	<u>\$195</u>
Tuit.	175
H. H.	12
Yr. S.A.C.	6
For.Cl.	3
Ath.	3
Degree	10
	<u>\$209</u>

HOUSEHOLD SCIENCE

Tuit.	175
S.A.C.	2
1st Yr. M.Ex.& P.T.	4
Ath.	3
	<u>\$184</u>
IInd & S.A.C.	2
IIIrd Ath.	3
Yrs.	<u>\$180</u>
Tuit.	175
S.A.C.	6
Yr. Ath.	3
Grd. Lab. Fee	15
Degree	10
	<u>\$209</u>
Tuit.	175
S.A.C.	6
Yr. Ath.	3
IVth Degree	10
	<u>\$194</u>

SOCIAL SCIENCE

Tuit.	150
1st S.A.C.	2
Yr. Ath.	3
	<u>\$155</u>
Tuit.	150
IInd S.A.C.	6
Yr. Ath.	3
	<u>\$159</u>
Diploma	5
	<u>\$164</u>
SCHOOL OF NURSING	
1st Undergrad.	
IInd & Tuit.	110
Yrs. Lib.	7
S.A.C.	2
Ath.	3
Exam.	5
	<u>\$127</u>
Tuit.	110
IIIrd Lib.	7
Yr. S. A. C.	6
Ath.	3
Exam.	5
Diploma	5
	<u>\$136</u>
Graduate Course	
Tuit.	175
S.A.C.	2
Ath.	3
Cert.	5
	<u>\$185</u>

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GRADUATE STUDIES

Reg.	5
Tuit.	125
M.A. Lib.	7
Exam.	20
Degree	10
G.S.U.	1
	<u>\$168</u>
Ph.D. Reg.	5
Let Tuit.	125
Yr. Lib.	7
G.S.U.	1
	<u>\$138</u>

Ph.D. Reg.	5
IInd Tuit.	100
Yr. Lib.	7
G.S.U.	1
	<u>\$113</u>

Reg.	5
Ph.D. Tuit.	100
IInd Lib.	7
Yr. G.S.U.	1
Exam.	25
Degree	25
	<u>\$163</u>

Reg.	5
Grad. Tuit. 1cr.	30
Course Lib.	7
G.S.U.	1
	<u>\$43</u>

Grad.	
Cr. Max. Tuit.	\$125

OCCUPATIONAL THERAPY

	Tuit.	175
1st	S.A.C.	2
Yr.	Ath.	3
	Un. Assoc.	1
		<u>\$181</u>
IInd	Tuit.	175
Yr.	S.A.C.	6
	Ath.	3
	Un. Assoc.	1
	Dip.	5
		<u>\$190</u>

PHYSIOTHERAPY

	Tuit.	175
1st	S.A.C.	2
Yr.	Ath.	3
	Un. Assoc.	1
		<u>\$181</u>

	Tuit.	175
IInd	S.A.C.	6
Yr.	Ath.	3
	Un. Assoc.	1
	Dip.	5
		<u>\$190</u>

AERIAL NAVIGATION

	H. H.	12
1st	Tuit.	175
Yr.	S.A.C.	2
	Ath.	3
	Un. Assoc.	3
		<u>\$195</u>
	H. H.	12
IInd	Tuit.	175
	S.A.C.	6
	Ath.	3
	Un. Assoc.	3
	Grad.	5
		<u>\$204</u>

EDUCATION

H.S.A.	Men	Wom.
Tuit.	75	75
H. H.	12	
S.A.C.	2	2
Ath.	3	3
	<u>\$92</u>	<u>\$80</u>
Library School (Dip)		
Tuit.	75	75
H. H.	12	
S.A.C.	2	2
Ath.	3	3
	<u>\$92</u>	<u>\$80</u>

## Library School (Deg.)

Tuit.	75	75
H. H.	12	
S.A.C.	2	2
Ath.	3	3
Degree	10	10
	<u>\$102</u>	<u>\$90</u>

UNIVERSITY EXTENSION  
EVENING TUTORIAL  
CLASSES

\$5 or \$10 according  
to subject

UNIVERSITY EXTENSION  
Pass Course for Teachers

Tuit. & Lib.	
each subject	31
Correspondence	
work - each subj.	5
Lab. fee in Geog.	2
Teachers Course	
Assoc.	1
Exam. each subj.	2
Supp. each subj.	5
Degree - B.A.	10

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BIOLOGY AND MEDICINEIst Yr. Arts

	<u>Univ.Coll.</u>		<u>Fed.Coll.</u>	
	Man	Wom.	Man	Wom.
Tuit.	150	150		
Lib.	7	7	7	7
Exam.	10	10	10	10
P. T.	5	4	5	
H. H.	12		12	
S.A.C.	2	2	2	2
L. & A.	4			
W.U.A.		3		
Ath. Fee	3	3	3	3
Lab. Fee	5	5	5	5
Union		3		
	<u>\$198</u>	<u>\$187</u>	<u>\$44</u>	<u>\$27</u>

IInd Yr. Arts

Tuit.	150	150		
Lib.	7	7	7	7
Exam.	10	10	10	10
P. T.	5		5	
H. H.	12		12	
S.A.C.	2	2	2	2
Ath. Fee	3	3	3	3
L. & A.	4			
W. U. A.		3		
Union		4		
Lab. Fee	<u>6</u>	<u>6</u>	<u>6</u>	<u>6</u>
	<u>\$199</u>	<u>\$185</u>	<u>\$45</u>	<u>\$28</u>

IIInd Yr. Arts and IInd Yr. Med.

Tuit.	150	150		
Lib.	7	7	7	7
Exam.	10	10	10	10
H. H.	12		12	
S.A.C.	2	2	2	2
Ath. Fee	3	3	3	3
L. & A.	4			
W.U.A.		3		
Union		4		
Lab. Fee	10	10	10	10
Medical Fee	150	150	150	150
Lab.Fee(Med.)	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>
	<u>\$358</u>	<u>\$349</u>	<u>\$204</u>	<u>\$192</u>

IVth Yr. Arts and Medicine

	<u>Univ.Coll.</u>		<u>Fed.Coll.</u>	
	Men	Wom.	Man	Wom.
Tuit.	150	150		
Lib.	7	7	7	7
Exam.	10	10	10	10
H. H.	12		12	
S.A.C.	6	6	6	6
L. & A.	4			
W.U.A.		3		
Union		4		
Ath. Fee	3	3	3	3
Degree	10	10	10	10
Lab. Fee	20	20	20	20
Medical Fee	150	150	150	150
Lab.Fee(Med.)	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>
	<u>\$377</u>	<u>\$368</u>	<u>\$223</u>	<u>\$211</u>

Vth Year B & M - see IIIrd Yr. MedicineVith Year B & M - see Ivth Yr. MedicineVIIth Year B & M - see Vth Yr. MedicineVIIIth Year B & M - see Vith Yr. Medicine

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## FACULTY OF ARTS

### LABORATORY SUPPLY FEES

Charges for supplies shall include laboratory materials and instruments used by or for the student, and ordinary wear and tear of instruments, but not charges for waste, neglect and breakage, which are to be met out of a deposit to be fixed by the professor.

The annual supply charges for a student shall be according to the following table:

COURSES	FIRST YEAR	SECOND YEAR	THIRD YEAR	FOURTH YEAR
1st Pass Course.....	4	7	7	..
2nd Pass Course for Teachers.....	2	2	2	..
3rd Social and Philosophical Studies.....	2	..	..	..
4th Fine Art.....	2	2	8	15
5th Modern History.....	..	2	..	..
6th Political Science and Economics.....	..	1	2	2
7th Sociology.....	..	3	..	..
8th Philosophy.....	..	3	..	..
9th Psychology.....	..	5	5	5
10th Mathematics and Physics, Div. I.....	3	5	..	..
11th Mathematics and Physics, Div. II.....	3	5	8	10
12th Mathematics and Physics, Div. III.....	3	5	8	10
13th Mathematics and Physics, Div. IV.....	3	8	8	10
14th Physics and Chemistry.....	3	8	8	8
15th Physics and Geology.....	5	8	8	10
16th Physics.....	5	9	12	20
17th Biology.....	5	8	10	15
18th Biology and Physics.....	5	6	10	20
19th Physiology and Biochemistry.....	5	6	10	20
20th Biological and Medical Sciences.....	5	6	10	20
21st Chemistry and Chemistry Mineralogy and Geology I.....	5	5	13	10
22nd Chemistry Mineralogy and Geology II.....	5	5	4	8
23rd Geography.....	5	4	..	..
24th Geology and Mineralogy.....	5	9	3	8
25th Food Chemistry and Household Economics.....	5	11	15	20
26th Commerce and Finance.....	2	2	2	..

\*A fee of five dollars is required from each student enrolled in Household Science in the Second and Third Years.

\*This fee is not required from students of St. Michael's College, or from students who do not select Psychology as an honour subject.

\*The fees for the Faculty of Medicine are not included.

\*A fee of two dollars is required from each student enrolled in pass or honour laboratory courses in Geography, in the First, Second, Third and Fourth Years.

\*A fee of two dollars is required from each student enrolled in Fine Art in the First Year.

\*The fees of the Third and Fourth Years are required only from those students who enrol in Fine Art 3h, 3i and Fine Art 4d, 4e respectively.

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APPENDIX B - IV

Notes on Graduate Work

1. "In the case of one PhD. candidate, the instruction is informal.  
It might be roughly estimated at 60 hours."
2. "Time spent with 3 students impossible to estimate."
3. "In addition there is the considerable time devoted to private  
consultation especially with students who are preparing  
M.A. or Ph.D. theses."
4. "We are not able to give accurate times to the two research  
students".
5. "In addition to the assigned hours for lecture and laboratory  
studios our graduate students spend individually from  
10 to 40 hours a week on laboratory investigations connected  
with their theses or other studios ---- It is impossible  
to state any definite number of hours that the student uses  
a laboratory or the number of hours members of the staff  
spend in consultation with him."
6. "In addition there was a candidate proceeding to a Ph.D degree  
who apart from lectures was by consultation or direction  
guided in his field of research".
7. "There seems to be no way of making an accurate or adequate  
estimate".
8. "The amount of time devoted by various individuals to graduate  
work as shown on the form is a superficial indication of  
the expense involved".
9. "These men spend practically their whole spare time in the  
laboratories of the Department. Time which cannot be set  
down in hours".
10. "The PhD. candidate was present during the session and carried  
on his work in the building. He required attention during  
all of the time, and received lectures when necessary,

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although the exact time required for these is  
 difficult to estimate. His thesis covered a  
 lot of ground and involved much time in instruction,  
 both during its preparation and reading.  
 It is impossible to put the time down in hours".

11. Number of hours of instruction in clinics and hospital  
 wards: "Whatever amount of time the student  
 wishes to spend".
12. "The number of hours listed for research is, in every  
 case, an understatement, as a great deal of night  
 work has been performed by each student."

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Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, November 28th, 1940, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)	Mr. LaBine
The Chancellor	Mr. Burns
The President	Mr. Ross
Mr. Bryce	Mr. Osler
Hon. Dr. Ferguson	Dr. Anderson
Chief Justice Rose	Dr. Gibson
Mr. Neilly	

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Dr. Russell	Mr. Morrow
Hon. Dr. Bruce	Mr. Rogers
Mr. McCarthy	

The minutes of the last meeting were read and confirmed.

Arising out of the minutes the following matters were dealt with:-

Cost per  
Student  
Report

The Report of the Special Committee on "Cost per Student" was further considered and the Bursar submitted the following additional statistics requested at the last meeting:-

1. Number of students from each College:
 

Victoria	-	869
Trinity	-	396
St. Michael's	-	353
2. Cost per student:
 

\$226 (exclusive of Administration)	
-------------------------------------	--
3. Gross cost per College:
 

Victoria	-	\$196,394
Trinity	-	89,496
St. Michael's	-	79,778

In view of the importance attached to the contents of the report, especially as regards financial matters involved and the possibility of the establishment of composite fees, etc., it was referred to

Cost per  
Student  
Report  
(Cont'd)

the Finance Committee for consideration, and in accepting the report -

It was moved by Mr. Neilly,  
Seconded by Dr. Gibson,  
And unanimously Resolved,

That the Board of Governors in accepting the Report of October 24th, 1940, on the Cost-per-Student Survey hereby compliment the Committee, consisting of the Bursar, the Registrar, and the Superintendent, for the splendid manner in which this report was prepared and the valuable information contained therein.

The Board directed that a copy of this report be forwarded to the Honourable Duncan McArthur, Minister of Education, for his personal information, with the suggestion that he treat it as confidential for the present.

S. Levine's  
case

In connection with the case of Dr. Samuel Levine, the Bursar presented a memorandum prepared by him and Professor Burton regarding Levine's appointment for the Session 1940-41, together with the following letter from the University Solicitor:-

"C. E. Higginbottom, Esq.,  
Bursar, University of Toronto,  
Toronto, 5.

Dear Mr. Higginbottom:-

RE: Dr. S. Levine

I duly received your letter of November 18th with enclosures.

As I understand the situation, Dr. Levine is under suspension pending the determination of the appeal which he has entered against his conviction. While he is suspended, I think the University is under obligation to pay him the salary provided for in your letter of July 5th. The fact that Dr. Levine is not on the regular staff but is paid as a Fellow out of moneys privately subscribed does not, in my opinion, affect the contract with him, as it is on its face an unqualified contract under which the Board agrees to pay a stated sum per month for a definite period.

While Dr. Levine is under suspension he still remains in the employ of the University and could not seek employment elsewhere, as he is bound to hold himself in readiness to resume his duties whenever he is called upon to do so.

If Dr. Levine's appeal fails and his conviction is affirmed, the Board would, I think, have the right, if they saw fit to do so to dismiss him without notice, as there is an inherent right to dismiss an employee for cause, and a conviction on charges such as those pending against him would constitute cause.

I do not think there is any right to discharge an employee under a contract such as that with Dr. Levine during its currency except for cause. In this connection I would refer you to Section 31 (b) of the University Act, which reads as follows:

"31. Without thereby limiting the general powers by this Act conferred upon or vested in the Board, it is declared that the Board shall have power to

(b) appoint the President of the University, the Principal of University College, the Deans of all the faculties, the Librarian, the Bursar, the Registrar of the University, the Registrar of University College, the professors, teachers and instructors of and in the University and in University College, and all such officers, clerks, employees and servants as the Board may deem

S. Levine's  
case  
(Cont'd)

necessary for the purposes of the University and University College or either of them, and fix their salaries or remuneration, and define their duties, except those of the Librarian, and their tenure of office or employment, which, unless otherwise provided, shall be during the pleasure of the Board.'

The present contract, in my opinion, comes within the expression 'unless otherwise provided', as it is for a definite period of ten months.

Yours faithfully,

22nd November, 1940.

(Sgd) Hamilton Cassels"

The Board ordered that this matter be left in abeyance.

Payment  
to Miss  
C. E.  
Whitton,  
Social  
Science

In accordance with the instructions of the Board given at the last meeting the President enquired into the case of Miss C. E. Whitton, for whom a payment of \$50 for lectures in the Department of Social Science had been approved, and he obtained the information that Miss Whitton was not employed or paid by the Dominion Government. She is the Executive Director of the Canadian Council on Child and Family Welfare, mainly supported by private funds although it may receive a small grant from the Government. It is controlled by a private Board, chosen mainly by the National Council of Women.

Appoint-  
ments

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

For the Session 1940-41

Faculty of Arts:

Chemistry:

Mrs. P. M. Marrian	- Lecturer in Micro-Analysis	\$100
	from 1 Dec. to 30 June	per mo.
David Edson	- Technician in Organic Chemistry	65
	from 18 Nov. to 30 June	per mo.

Faculty of Applied Science:

Special Lectures:

Rev. G.A. McMullen	- Special Lecturer in Public Speaking	\$250
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Faculty of Household Science:

Food Chemistry:

Mrs. Dorothy C. Hamer-	Temporary Assistant	18
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University Extension & Publicity:

Course in Aerial Navigation:

H. E. Chadburn	)	200
R. C. Graham	) Meteorologists	200
J. A. Lenahan	)	200

Appoint-  
ments  
(Cont'd)

University Extension & Publicity (Cont'd):

Correspondence Courses, Pass Course for Teachers:

Instructors (remuneration to be paid upon certificate, based on work done):

V. W. Bladen	-	First Year Economics
J. R. MacGillivray	-	First and Third Year English
Miss A. C. Cole	-	First Year French
D. F. Putnam	-	First Year Geography
R. M. Saunders	-	First Year History
I. R. Pounder	-	First Year Mathematics
E. W. Macdonald	-	First Year Philosophy
K. S. Bernhardt	-	First Year Psychology
Miss M. C. Needler	-	First Year Latin
Dr. Florence Smith	-	Second Year England
J. G. Andison	-	" " French
G. W. Brown	-	" " History
S. Beatty	-	Second and Third Year Mathematics
S. N. F. Chant	-	Second Year Psychology
H. R. MacCallum	-	" " Philosophy
K. Helleiner	-	Third Year Economics
R. M. Dawson	-	" " Political Science
E. W. McInnis	-	" " History
T. A. Goudge	-	" " Philosophy
H. A. Innis	-	" " Economics
A. Lacey	-	" " French
E. A. Dale	-	" " Latin
M. D. C. Tait	-	" " "
D. S. Ainslie	-	Physics
Rev. B. F. Sullivan	-	St. Michael's Philosophy

Special Research:

V. B. Blake	-	Research Assistant, School of Architecture, for 3 weeks from 1 November	\$75
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Professor A. M. Wynne of the Department of Bio-Chemistry was appointed to sit as a representative on the Council of the Faculty of Household Science.

Confirma-  
tion of  
appoint-  
ment of  
C. E.  
Helwig

In accordance with notice previously given the President moved that C. E. Helwig be appointed a Lecturer in the Department of Civil Engineering: Municipal and Structural from 1 December, 1940, for the balance of the Session 1940-41 at a salary of \$2,000 per annum (cancelling previous appointment as Instructor vide folio 238, Minute Book No. 1), and this appointment was accordingly made.

Resigna-  
tion of  
Miss A. W.  
Patterson  
and  
appoint-  
ment of  
Miss Agnes  
MacGilliv-  
ray as her  
successor

The President reported that Miss Annie W. Patterson had resigned her position as Secretary to the President and as Secretary to the Faculty of Music as from the end of November, 1940, and the Board approved of his recommendation that this resignation be accepted and that on account of her long services to the University Miss Patterson be granted one year's leave of absence from 1st December, 1940, at the salary of \$2,750 per annum, i.e., \$2,500 as President's Secretary, and \$250 as Secretary to the Faculty of Music. (Miss Patterson's pension will then become effective at 1st December, 1941.)

Also upon the President's recommendation Miss Agnes



Appointment of  
Miss MacGillivray

MacGillivray was appointed as successor to Miss Patterson at a salary of \$2,250 per annum, i.e., \$2,000 as Secretary to the President, and \$250 as Secretary to the Faculty of Music.

Amendment to Estimates

Authority was given for an additional appropriation in the President's Office of the sum of \$1,167.00 to provide for the salary of Miss MacGillivray to 30th June, 1941.

The following transfers in appropriations were granted upon the recommendation of the President:-

Astronomy: (David Dunlap Observatory):

From "Supplies"	
To "Visitors and Incidentals"	- \$ 30

Civil Engineering: Surveying & Geodesy:

From "Gull Lake Camp Maintenance"	
To "Supplies"	- \$100

Bursary Awards in University College

The following awards of bursaries in University College, totalling \$10,775.00, as recommended by the College Council and concurred in by the President and Dr. Gibson, were confirmed as follows:-

NAME	RECORD	AMOUNT	IN	OUT
<u>Fourth Year</u>				
#Barnartt, S.	I.1	\$ 75	"	
Barnes, Miss B.	II.1	100		"
Barnett, T.A.M.	I.1	75	"	
Battles, R.M.	II.1	75		"
Berris, B.	I.1	75	"	
Brett, Miss L.	II.11	75		"
Collins, S.H.	II.3	75		"
#Crockett, W.M.	I.1	150		"
Fairbairn, Miss A.M.	II.1	75		"
Forman, S.A.	II.1	50	"	
Gerby, J.	II.4	100		"
Gillespie, N.	II.4	50	"	
Hillier, Miss W.A.	II.6	150		"
Hopkins, E.J.	II.1	75		"
Lee, B.	I.1	100		"
Lichtig, S.	II.2	50	"	
McCormick, H.D.	II.2	125		"
McNaughton, E.B.	I.2	150		"
Milnes, H.N.	II.5	50	"	
Morley, Miss N.H.	Grade A	125		"
Moulder, S.J.	II.2	100		"
Noble, Miss D.R.	II.3	50	"	
Noyes, G.	Aeg.	75	"	
Paul, W.	I.1	75	"	
Peterson, C.L.	II.3	50		"
#Ross, J.A.	I.1	100		"
#Rubinoff, M.	I.2	50	"	
Ruffell, W.H.	II.3	100		"
Struthers, Miss E.M.	II.8	125		"
Todd, J.G.	II.1	100		"
Turchin, P.	II.3	75		"
Vaugh, Miss L.S.F.	II.4	50	"	
van Berkum, Miss E.E.	II.3	100		"
Williams, B.M.	II.7	75		"
#Yarenko, J.	I.1	100		"

Bursary  
Awards in  
University  
College  
(Cont'd)

NAME	RECORD	AMOUNT	IN	OUT
<u>Third Year</u>				
Braid, P.E.	I.3(1939)	\$100		"
Clark, Miss N.M.	II.7	50		"
Cosens, Miss K.M.	I.11	125		"
Crocker, D.	I.2	100		"
Ferguson, R.B.	II.2	100		"
Flanagan, J.W.	II.1	50	"	
Fox, J.B.	Grade B	50	"	
Francis, J.P.	II.13	75	"	
Hardy, E.	II.3	100		"
#Jackson, R.W.	I.3	100		"
Ledingham, H.R.	III	75		"
Lipton, Miss M.	II.1	50	"	
Luchak, G.	II.5	75		"
McDonald, Miss I.M.	II.16	75	"	
McDonald, R.D.	II.5	75		"
McKendry, J.B.J.	Grade B	75		"
Marshall, R.J.	II.9 (1938)	100		"
#Midanik, J.S.	I.1	50	"	
Millar, Miss M.	II.4	100		"
Parke-Taylor, G.H.	I.1	75		"
Pedlar, H.F.	II.4	50	"	
Phillips, R.A.J.	II.6	100	"	
#Pyne, G.M.	I.1	125		"
Richards, Miss N.	I.1	50		"
Rigg-Story, Miss P.	II.2	75	"	
Scott, Miss M.B.	I.2	125		"
Seath, Miss K.J.	I.7	125		"
#Sheppard, A.A.	I.1	125		"
Smith, Miss C.M.	II	125	"	
White, C.	III	75	"	
<u>Second Year</u>				
Aluf, I.	II.1	50	"	
Balmer, F.L.	I.6	100	"	
Beames, R.	II.1	75	"	
Barlen, E.T.	Grade C	75		"
Blockley, W.V.	II.4	100		"
Bricker, Miss B.H.	II.5	75	"	
Chard, R.N.	II.20	100		"
Cowan, L.G.	II.1	75		"
Cumberland, Miss E.M.P.	Grade B	75	"	
Edwards, J.H.	I.6	50	"	
Frankel, Miss E.B.	Aeg.	50	"	
Fraser, J.C.	III	75	"	
Fraser, S.E.	II.5	100		"
Friedman, J.	Grade A.	50	"	
Genovese, F.C.	Grade B	50	"	
Goodson, J.A.	II.10	50	"	
Graham, Miss M.B.	I.1	100	"	
Howard, F.L.	II.14	75	"	
Johnson, V.G.H.	II.1	75	"	
Leigh-Mallory, Miss H.E.C.	II.1	100		"
Leslie, D.A.	II.1	75	"	
Locke, J.L.	I.5	100		"
MacDiarmid, K.H.	Grade B(1939)	100		"
McKenzie, A.H.	II.1	100		"
McLaren, D.G.C.	II.9	75		"
McLeod, H.G.	II.1	100		"
Mills, J.R.	I.3	100		"
Nash, S.S.	I	75	"	
Nicholls, W.M.	II.14(1939)	50	"	
Rosenberg, A.L.	I.6	50	"	
#Rowat, D.C.	I.2	75		"
Salmer, Z.T.	Grade B	50		"
#Samoloff, J.	I.14	50	"	
Sanders, J.	I.14	75	"	
Sartorelli, A.	I.5	75	"	
Sinclair, D.R.	I.1	150		"

Bursary  
Awards in  
University  
College  
(Cont'd)

	RECORD	AMOUNT	IN	OUT
<u>Second Year (Cont'd):</u>				
Shear, Miss M.S.	II.10	\$100		"
#Stephenson, A.R.J.	I.10	75		"
Taillefer, Miss R.M.	I.4	75	"	
Walsh, M.P.J.	Grade B	50		"
##Wright, J.S.	I.10	100		"
Yarrill, Miss M.L.	II.20	100		"
Zierler, I.	I.3	50		"
<u>First Year:</u>				
Abbott, Miss M.A.	Entrant	125		"
Bailey, F.H.	"	75		"
Boyd, Miss S.M.S.	"	100		"
Brannen, E.	"	50		"
Bricker, Miss E.G.	"	75	"	
Crane, D.H.M.	"	100	"	
Burns, J.D.	"	50	"	
Clenman, M.I.	"	75	"	
Goodman, I.B.	"	50	"	
Holdsworth, B.H.	"	125	"	
Langman, Miss E.H.	"	75	"	
Lawrence, G.H.B.	"	75	"	
Lewis, Miss B.W.	"	150		"
Mleczo, P.J.	"	100		"
Mothersill, Miss M.	"	75	"	
Punaville, Miss C.E.	"	75	"	
Robinson, J.B.	"	75		"
Shulman, M.L.	"	50	"	
Somers, G.	"	50	"	
Spanis, Miss H.	"	100		"
Waisglass, H.J.	"	50	"	
White, R.F.	"	125		"
		<u>\$10,775</u>		

# Free Tuition on Scholarship (\$150)

## Tuition to the extent of \$100 on Scholarship

Bursary  
Awards in  
Faculty  
of  
Dentistry

Authority was also given for the following awards of bursaries in the Faculty of Dentistry as recommended by Dean Mason and concurred in by the President and Dr. Gibson:-

Vernon W. Kennedy	Fifth Year	\$100
Archie A. Case	" "	100
Arthur W. S. Wood	Third "	100

Exemption  
from fees  
for Miss  
L. R. Green-  
bloom

In view of the previous record of Miss L. R. Greenbloom, a student in Third Year, Sociology, University College, the Board concurred in the recommendation of the President and Principal Wallace that she be granted a continuance during the present Session of exemption from fees.

Deferred  
payment  
of fees  
for Miss  
Olga E.  
Williams

Upon motion of Mr. Bryce the Board also approved of the President's recommendation that Miss Olga E. Williams, a student in the Second Year, Faculty of Medicine, be allowed to defer payment of her tuition fees and residence dues for the Session 1940-41 in view of her inability to obtain funds from England, it being understood that this

Fees of  
Miss O.E.  
Williams  
(Cont'd)

is not to be considered as establishing a precedent and that the President obtain the concurrence of Miss Williams' parents in these arrangements.

Other communications were presented and dealt with as follows:-

Proposed  
fees of  
members  
of C.A.S.F.  
for Correspondence  
Courses

From Mr. W. J. Dunlop recommending that the University provide Correspondence Courses, in such Arts subjects as can be studied in that way, to members of the C.A.S.F. for no fees except a registration fee of \$1.00 per subject. This matter was left with the President to make whatever arrangements he considered satisfactory.

Wallberg  
Loan Fund

From Professor J. W. Bain, as Chairman of the Committee administering the Wallberg Loan Fund, requesting that the sum of \$2,000 be set aside from this fund for loans to students during the present Session, and the Board approved of the President's recommendation that an amount of \$2,500 should be allocated for this purpose instead of the \$2,000 requested.

Payment of  
insurance  
premiums  
by U.ofT.  
Women's  
War Service  
Committee

From Professor George H. Duff, on behalf of the University of Toronto Women's War Service Committee, stating that the Committee desired to take out certain insurance covering medical services for the women and children under its supervision, and upon the President's recommendation authority was given for the payment from the Maple Leaf Fund Inc. of the sum of \$1,945.03 to cover the premiums in this connection.

Institute  
of Child  
Study tentative  
budget

From Dr. W. E. Blatz transmitting a tentative budget for the Institute of Child Study for 1940-41, and this matter was deferred until Dr. Blatz had consulted the President in connection with the same.

The following donations were reported and were accepted with thanks and appreciation:-

International  
Nickel  
Company  
Scholarship

From the International Nickel Company of Canada, Limited, the offer of a scholarship of the value of \$500 per annum, to be known as "The INCo Scholarship", the proposed conditions of award being set out in the following letter:-



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Company  
Scholar-  
ship  
(Cont'd)

"Hon. Dr. H. J. Cody,  
President, University of Toronto  
Toronto, Ontario.

Dear Dr. Cody:-

I have been asked by Mr. MacAskill, our Vice-President and General Manager, to advise that the Company has decided to establish three scholarships - one each at Toronto, Queen's and McGill, to be known as the INCo Scholarship, and to be given to a student in Science who has completed the work required for a B.Sc. degree and taken a consistently high standing in a majority of the subjects throughout his four-year course.

The Scholarships will be in the amount of \$500.00 each, and will be awarded from year to year by the University authorities to the student who has complied with the above requirements and who wishes to proceed to his Master's Degree in Chemical Engineering, Mining and Metallurgy, or Geology.

These Scholarships will not be endowed but will be awarded from year to year as authorized by INCo.

Will you kindly advise if the above conditions meet with your approval and if so, you may announce that the first award will be made at the close of the term in May, 1941.

Yours very truly,

(Sgd) E. A. Collins

Assistant to the General Manager

THE INTERNATIONAL NICKEL COMPANY OF CANADA LIMITED."

27th November, 1940.

This matter was referred to the Senate for consideration of the academic details, and it was suggested that the Company be advised that in order to ensure an announcement in the Calendar they might send a notification one year in advance of their intention of awarding the scholarship for the ensuing year and place the Bursar in funds at the same time.

Merck &  
Company  
Fellow-  
ship in  
Chemistry

From Merck & Company of Rahway, N.J., a cheque for \$900 in connection with their fellowship in the Department of Chemistry to cover the payments to Mr. M. Wayman for nine months at the rate of \$100 per month.

Crocker  
Memorial  
Loan Fund

From the National Trust Company, Limited, a cheque for \$500 representing this year's contribution by Mrs. William Crocker to the James W. Crocker Memorial Loan Fund.

National  
Research  
Council  
Grants -  
1. Physics  
2. Medicine

From the National Research Council for the following war projects:-

\$1,600	-	Aviation Research - Physics - Burton
250	-	Medicine - Cleghorn - Factors affecting gastro-intestinal tract

War Tech-  
nical Com-  
mittee Grants - the National Research Council:-

1. Physics  
2. Banting

\$2,500	-	Physics - War Project P.1000-2
1,100	-	do. P.1000-3
200	-	Banting - War Project A.M.1001 - Individual Chamber



Donation of  
Mrs. R. B.  
Noyes for  
war work

The Bursar reported that he had been advised by Mr. R. G. Allen, Manager of the Royal Bank, Yonge and Richmond Branch, that he had received the sum of \$500 from Mrs. R. B. Noyes of Pomfret, Connecticut, to be used for war work, and enquiring about the activities at the University of Toronto along these lines. The Bursar suggested to Mr. Allen that this amount might be forwarded for the work being carried on by the University of Toronto Women's War Service Committee and a cheque for \$250 was subsequently sent, it being decided to divide the original amount of \$500. This donation was gratefully accepted by the Board and authority given to transmit it to the Treasurer of the above-mentioned Committee.

Finance  
Committee  
Report

Upon motion of Dr. Gibson, seconded by Mr. Bryce, Report Number 138 of the Finance Committee was read and approved as follows:-

The Finance Committee begs to report to the Board of Governors:-

Univer-  
sity's  
Annual  
Report  
for  
1939-40

1. Your Committee transmits herewith the Auditor's Report and Financial Statement for the fiscal year ended 30th June, 1940. The Auditor reports that all the transactions of the year have been duly audited and found correct; that the securities representing the investments were produced for his examination twice during the year and found to be in agreement with the records kept by the Bursar; and that the latter officer's records are well kept and all endowment and trust funds properly accounted for. The following is a resume of the financial results for the year:-

General Revenue	\$1,838,934.28	
Special Grant from Legislature	<u>1,000,000.00</u>	
	2,838,934.28	
Less interest written to		
Scholarship and other funds		
and Bank Accommodation	<u>73,148.45</u>	
		\$2,765,785.83
Expenditure under appropriations		
from Revenue		<u>2,904,592.28</u>
Excess of expenditure over receipts		138,806.45
At debit of Revenue, 1st July, 1939		<u>337,914.51</u>
Deficit at 30th June, 1940		<u>\$ 476,720.96</u>

Reconciliation with Estimates.

Expected deficit of 1939-40 at time budget was passed	\$ 284,455.00	
There was in addition a deficit brought forward from previous years	<u>337,914.51</u>	
	622,369.51	
General Revenue exceeded estimate (net)	\$ 63,785.83	
Savings in appropriations (net)	<u>81,862.72</u>	
	145,648.55	
Deficit as above	<u>\$ 476,720.96</u>	

Annual  
Reports  
of -

1. Athletic  
Assoc'n
2. S.A.C.
3. Press
4. Conser-  
vatory of  
Music

2. The following Financial Statements and Auditor's Reports for the year ending 30th June, 1940, were referred to this Committee by the Board:-

University of Toronto Athletic Association  
Students' Administrative Council  
University of Toronto Press  
Toronto Conservatory of Music

Your Committee, after careful consideration of these reports, recommends the acceptance of the same by the Board.

All of which is respectfully submitted.

26th November, 1940.

(Sgd) Geo. H. Ross  
Chairman

In this connection it was left with the Chairman of the Board to make arrangements for a deputation to wait upon the Government at an early date.

President's  
Annual Re-  
port for  
1939-40

The President presented his Annual Report upon the work of the University and its Colleges for the year ending 30th June, 1940, and the same was ordered to be printed and transmitted to the Legislative Assembly in the usual manner.

The meeting adjourned at 6 p. m.

*Indefinite*  
*m.B.*

Minutes confirmed  
*Dec. 12, 1940*

*Amnell Macdonald*  
Chairman

F

F

F

Minutes of the meeting of the Board of Governors held  
in the Board Room, Simcoe Hall, on Thursday, December 12th, 1940, at  
4 p. m.

Present -

The Chairman (Dr. Macdonald)	Mr. Bryce
The Chancellor	Mr. Ross
The President	Hon. Dr. Ferguson
Dr. Russell	Dr. Gibson
Dr. Anderson	Mr. McCarthy
Mr. Osler	Mr. Burns
Mr. LaBine	Chief Justice Rose
Mr. Neilly	

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the  
Secretary reported that he had been informed on behalf of the following  
members that they would be unable to attend:-

Hon. Dr. Bruce  
Mr. Morrow

Hon. Dr. Kelly  
Mr. Rogers

The minutes of the last meeting were read and confirmed.

Presentation  
of portrait  
of Dr.  
D. Bruce  
Macdonald

On behalf of the group responsible for the painting of  
the portrait of the Chairman of the Board, Dr. D. Bruce Macdonald, Dr.  
Russell presented the portrait to Dr. Macdonald and in so doing referred  
to his many activities in connection with University affairs. The Chair-  
man replied very graciously to Dr. Russell's remarks and in turn present-  
ed the portrait to the Board, who ordered that it be hung in the Great  
Hall in Hart House.

Arising out of the minutes the following matters were  
dealt with:-

Letter of  
thanks  
from Miss  
A. W.  
Patterson

There was read a letter from Miss A. W. Patterson, former Sec-  
retary to the President, expressing her thanks for and appreciation of  
the Board's kindness in granting her a year's leave of absence from 1st  
December, 1940, after forty years' service.

Termination of appointment of Dr. S. Levine

The Secretary reported that he had been advised by the University Solicitor that Dr. Levine's appeal from his conviction had been dismissed and that he would forward a copy of the evidence as soon as it had been typed. Upon the President's recommendation the Board ordered that Levine be notified that his employment with the University had been terminated by the Board.

Institute of Child Study budget for 1940-41

The President presented the following budget of the Institute of Child Study for the year 1940-41 and the Board concurred in his recommendation that this budget be adopted:-

<u>Expenditures</u>			<u>Income</u>		
<u>STAFF</u>					
Dr. W.E. Blatz	Dir.	\$2,500	part	School fees	\$3,300
Miss M. Poppleton	Sec'y	1,600		Occ. Ther. (Ext)	200
Mrs. N. Chant	Instr.	300	"	Special fees	700
Miss M. Fletcher	Princ.	1,300			<u>\$4,200</u>
Miss D. Millichamp	Asst. Dir.	1,300	"	Carnegie	5,500
Mrs. F. L. Johnson	Inst.	300	"	Dept. Educ'n	
Dr. K. S. Bernhardt	Asst. Dir.	700	"	(O. C. E.)	4,000
Miss J. Gillies	Asst. Sec'y	900		Dept. Educ'n	1,000
Miss H. Shepherd	Research	1,000			<u>\$14,700</u>
Miss B. Gage	N. S. Asst.	600			
Mrs. G. Kirkpatrick	Dietitian	350	"		
Miss M. Northway	)	300			
Miss M. Casey	) Assist-	75			
Miss P. Duff	) antships	100			
Miss K. Cassels	)	25			
		<u>\$11,350</u>			
Equipment & supply	\$1,700				
Attendants	<u>900</u>	2,600			
Superintendent's Department		750			
		<u>\$14,700</u>			

In the covering letter from Dr. Blatz he stated that an amount of \$750 had been inserted in the Superintendent's account instead of the \$1,400 requested by the latter, but that additional funds would be provided for this purpose when more money was available.

Fees for members of the C.A.S.F. (Correspondence Courses)

Regarding the question of fees to be charged to members of the C.A.S.F. enrolled in Correspondence Courses, which was left with the President for a decision, the Board approved of the President's recommendation that these should consist of a registration fee of \$1.00 and an examination fee of \$2.00, making a total of \$3.00.

Merck & Company Fellowship in Chemistry

In connection with the donation of \$900 from Merck & Company of Rahway, N.J., for a fellowship in the Department of Chemistry to Mr. M. Wayman, the Bursar reported that the Company had advised Dr. Gordon that the \$900 was an error and that the amount should have been only \$700 in



Merck &  
Company  
Fellow-  
ship  
(Cont'd)

in accordance with their original undertaking for the payment of \$100 a month for seven months. The difference of \$200 had therefore been returned to Merck & Company at their request.

Cost-per-  
Student  
Report

The Chairman informed the Board that he had discussed the Cost-per-Student Report with Dr. McArthur, Minister of Education, and suggested that the Board might consider handing copies of the report to the federated colleges, to which approval was given.

Postpone-  
ment of  
Special  
Convoca-  
tion

The President reported that owing to the death of the Marquess of Lothian the Special Convocation called for Monday, December 16th, had been postponed.

Appoint-  
ments

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

Registrar's Office:

Miss J. E. Woods	- Clerk, Graduates' Register, from 1 December	\$950 per an.
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For the Session 1940-41

University Library:

Miss E. Pepall	- Assistant, from 15 Dec. to 30 June	\$1,200 per an.
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Faculty of Arts:

Physics:

S. G. Ellis	- Demonstrator from 1 Dec. for balance of Session (cancelling previous appointment vide folio 3)	\$750 800 525 355
E. H. Dexter	)	
J. W. M. Britton	) Assistant Demonstrators	
E. P. Hincks	)	
For work in Spectroscopy (overtime):		
Dr. E. J. Allin	-	\$1.25 per hr.
H. L. Welsh	-	1.25 " "
Class Assistants @ \$1.25 per hr:		
Mrs. Dorothy Elson	-	\$300
A. W. Love	-	200
G. D. Finlayson	- Laboratory Assistant, from 9 Dec. for balance of Session	\$9 per wk.
Research Assistants:		
W. H. McPherson	- 3 mos. from 12 Dec.	\$200 " mo.
A. J. Bachmeier	- 3 " " 11 "	115 " "
Mrs. B. M. Deacon	- from 1 Dec. to 30 June	60 " "

School of Hygiene:

Epidemiology & Biometrics:

A. L. McNabb	- Associate in Public Health Admin- istration	\$150
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Faculty of Applied Science:

Civil Engineering: Municipal & Structural:	\$145
S. H. de Jong	- Demonstrator, 4 mos. from 1 Jan.
	per mo.

Appoint-  
ments  
(Cont'd)

University Extension & Publicity:

Course in Aerial Navigation:

E. P. Hincks	- Instructor in Physics from 16 Dec. for balance of Session (vice R. G. Elson resigned)	\$687.50
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Instructors:

Fagar Blair	- Airport Layout (vice E.L.Cousins resigned)	\$150
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The appointment of J. A. Houpert (vide folio 295, Minute Book No. 1) was amended by making the remuneration	-	100
and appointing G. L. Assie at	-	100

Course in Occupational Therapy:

Lecturers:

W. S. Keith	- Brain Injuries, 3 lectures	30
Miss A. DesBrisay	) Occupational Therapy,	60
Miss Elsie Jackes	) 6 clinics each	60

Evening Tutorial Classes:

Lecturers:

D. S. Ainslie	- Refresher Course in Physics for teachers	200
J. G. Perold	- Lectures on Consumer Co-operation	50
Oliver Lodge	- Literary topics	20

Workers' Educational Association:

Instructors:

James Skene	- Travelling (not more than) expenses	60
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Norman Powell	- do.	20
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<u>Toronto</u>		
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J. D. Robins	- English	80
W. G. Frisby	- Public Speaking	80
Bora Laskin	- Labour Relations	50
C. W. M. Hart	- Sociology	70
H. J. Beveridge	- Labour Problems	80
L. T. Morgan	- Economic History	80
K. S. Bernhardt	- Psychology	50
E. T. Waters	- Science	80
G. A. McMullen	- Public Speaking	80
Alex. Wingfield	- Psychology	80
Gordon Price	- Economics	80

Stratford

S. F. Maine	- Current Events	60
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Oshawa

A. Slyfield	- Public Speaking and Literature	50
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Sault Ste. Marie

W. G. Becking	- Public Speaking	60
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Rural Tutorial Classes:

Instructors:

Community Life Training Institute	- 8 classes in Simcoe County and several in Muskoka	500
R. W. Burton	- Classes and week-end schools in Oxford County	250

Institute of Child Study:

K. S. Bernhardt	- Assistant Director	700
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Instructors (part time):

Mrs. Frances Lily Johnson		300
Mrs. Nellie I. Chant		300
Miss B. Gage	- Nursery School Assistant	600
Mrs. Margaret L. Kirkpatrick	- Dietitian	350

Special Research:

Banting:

Research Assistants:

D. W. Loughheed	- from 1 Jan. to 30 June (cancelling previous appointment in Psychiatry vide folio 294, Minute Book No.1)	25 per mo.
Miss E. Melrose	- from 1 Jan. to 30 June (cancelling previous appointment vide folio 258, Minute Book No.1)	110 per mo.

Appoint-  
ments  
(Cont'd)

Special Research (Cont'd):

Psychiatry:

From 1 Jan. to 30 June:

C. R. Myers	- In charge of Psychological Investiga- tion	\$ 200 per an.
Miss H. Algie	- Social Worker	1,400 " "
Miss L. Gillespie	- Stenographer	900 " "
Miss E. V. Gifford	- Psychologist	1,300 " "
Miss P. Tancock	- Occupational Therapist	1,200 " "
Miss D. Leggett	- Secretarial Assistant	100 " "

Dr. Frieda Fraser of the School of Hygiene was appointed to sit as a representative on the Council of the School of Nursing.

Other recommendations by the President were approved as follows:-

Appoint-  
ment of  
General  
Cartwright  
and reduc-  
tion in  
salary of  
Major Wat-  
son in  
Department  
of Military  
Studies

That owing to the enormous increase in lectures in the Department of Military Studies Brig.-Gen. G. S. Cartwright be appointed a Special Lecturer from 21st October to 31st May, 1941, at a remuneration of \$500; and that at the request of Major M. Barry Watson, Director of the Department, his salary of \$2,600 per annum be reduced by \$1,000 per annum commencing 1st October, 1940, in view of the higher rate of pay which he is to receive on a C.A.S.F. basis, to which he was transferred as from 27th September, and of the assistance which he shall receive through the appointment of General Cartwright. Major Watson's contributions to the Teachers' Insurance and Annuity Association will be continued at the old rate.

Salary of  
Prof. A.A.  
Brant to  
be charged  
to Wenner-  
Gren Fund  
in Physics

That the whole of the salary of \$2,400 of Professor A. A. Brant in the Department of Physics be charged to the new Wenner-Gren Geophysics Fund, and that the amount so released, \$2,400., be made available for the Demonstrators' fund in that department for the remainder of the year 1940-41.

December  
salary to  
be paid to  
F. L. Root,  
called up  
for active  
service in  
the U.S.A.

That his salary for the month of December be paid to Mr. F. L. Root, a Fellow in the Department of Bio-Chemistry, who had been ordered on a day's notice to return to the United States for active military duty. In this connection the Board decided that any cases of a similar nature must be referred to them individually for a decision.

Payments by  
Ontario Col-  
lege of  
Education  
to Art Gal-  
lery and  
Institute  
of Child  
Study

That the appropriation for \$10,000 marked "Special - for Instructional Purposes" in the budget of the Ontario College of Education for 1940-41 be divided as follows with the approval of the Minister of Education:-

- (1) Payment of \$6,000 to the Art Gallery of Toronto
- (2) A transfer of \$4,000 to the Institute of Child Study.

Bursary  
Awards in  
Faculty  
of Medicine

Awards of bursaries in the Faculty of Medicine for the Session 1940-41, as recommended by the Committee of that Faculty and concurred in by the President and Dr. Gibson, were confirmed to a total of \$3,575 as follows:-

	<u>Outside Toronto</u>				<u>In Toronto</u>			
<u>Sixth Year:</u>								
	Bell, C.A.	\$100			Albertson, D.B.	150		
	Blahey, P.R.	75			Bell, R.	100		
	Burkell, C.C.	75			Carter, N.J.C.	100		
	McClure, W.G.	75			Colquette, C.B.	100		
	McElroy, D.K.	150			Fineberg, J.	75		
	Mackinnon, H.H.	75			Levitt, H.	75		
	Mitchell, H.	75			Levy, I.	50		
	Varty, H.H.	150			Marchant, P.	100		
	Whiteside, Miss A.E.	150			Weingarten, I.P.	75		
					Winter, B.	100		
<u>Fifth Year:</u>								
	Davey, L.M.	100			Bohnen, D.	75		
	Lougheed, D.W.	100			Cockcroft, W.H.	75		
	Wise, W.	100			Fireman, H.H.	75		
					Gain, D.D.	100		
					Lambert, R.J.	75		
					Sacks, M.O.	50		
					Welch, R.H.	75		
<u>Fourth Year:</u>								
	Allison, Miss W.G.	100			Campbell, E.B.	75		
	Best, S.C.	100			Chernovsky, Miss M.	50		
	Dennis, F.T.	100			Henderson, M.H.	75		
<u>Third Year:</u>								
	Cody, L.C.	50						
	Hayward, A.P.	50						
	Whiting, M.L.	50						
	Wishart, J.M.	50						
<u>Second Year:</u>								
	Delaney, R.J.	50			Barnett, H.	50		
	Phillips, K.G.	50			Purdy, Miss M.E.	50		

SUMMARY

Year	<u>Outside Toronto</u>				<u>In Toronto</u>				Total Number	Total Amount
	\$150	100	75	50	\$150	100	75	50		
6th	3	1	5		1	5	3	1	19	\$1,850
5th		3				1	5	1	10	825
4th		3					2	1	6	500
3rd				4					4	200
2nd				2				2	4	200
	\$450	700	375	300	\$150	600	750	250	43	\$3,575

Bursary  
Award to  
Miss H.I.  
Carr,  
School of  
Nursing

A bursary award of \$150 was authorized to Miss Helen I. Carr enrolled in the Third Year of the School of Nursing, as recommended by the Undergraduate Bursary Fund Committee of the School and concurred in by the President.



Expendi-  
tures from  
Maple Leaf  
Fund by  
U. of T.  
Women's  
War Service  
Committee

The President presented a letter from Professor George H. Duff transmitting on behalf of the University of Toronto Women's War Service Committee a statement of expenditures, totalling \$3,502.22, made from the Maple Leaf Fund for the period 1st October to 31st December, 1940. The Board approved of the expenditures as outlined and directed that a copy of this quarterly statement be forwarded to Mr. Victor Goggin, President of the Fund, in accordance with the previous undertaking. Approval was also given to the President's recommendation that the sum of \$1,557.19 be sent to the Committee for reimbursement to their Sub-Committee for British Overseas Children, this amount being made up of the \$3,502.22 mentioned above, less the sum of \$1,945.03 previously authorized by the Board in connection with the payment of insurance premiums for medical services.

The following donations were reported and were accepted with thanks and appreciation:-

Wenner-Gren  
donation  
for Geo-  
physics

From Mr. Axel Wenner-Gren of the Viking Foundation of Nassau, Bahamas, the sum of \$10,000 for the work in Geophysics as set out in the following letter:-

"Hon. & Rev. H. J. Cody,  
President, University of Toronto,  
Toronto, Ont.

Dear Sir:-

We have been advised that the University of Toronto has in recent years devoted a considerable amount of attention to the study and teaching of Geophysics and that it holds a leading place in this subject amongst the Universities of the Dominion of Canada. We also understand that preliminary discussions regarding the possibility of enlarging the scope of the work undertaken by the University in this subject, to include research activities, have taken place between Mr. Hans Lundberg of Toronto, yourself and Professor E. F. Burton, Head of the Department of Physics.

It has been proposed that we should donate \$10,000 per year for each of the next five years for the purpose of establishing a special department or institute within your Physics Department, in order to expand the work you are now doing in Geophysics.

We have given consideration to this proposal and are glad to advise you that the geophysical work which you are carrying on and which you propose to carry on, is the type of work to which we feel that a donation from this Foundation is appropriate. We do not, however, feel disposed at this time to undertake an obligation for the next five years but are prepared to make a donation of \$10,000 and in future years will, without being obligated, give consideration to the question of renewing this grant with due regard to circumstances then existing.

It is a condition of this donation that this fund shall be used by the University for the extension of work in the field of geophysics and shall not take the place of any expenditures for this subject which the University itself is now making as a part of its regular budget. The administration of this grant will be at



Wenner-Gren  
donation  
for Geo-  
physics  
(Cont'd)

the discretion of the University, and if your Board of Governors wish to nominate a special Board or Committee to administer this fund it is not necessary that any representative of this Foundation should be included. We shall, however, expect that at the close of the academic year and prior to the end of the next calendar year you will give us a report of the disposition which has been made of this donation, as well as a report of the type of work undertaken and the results obtained. It is not necessary that all of this donation be spent within one year.

As a guide to the kind of work which we consider might be carried out with this donation, we suggest that some of the following activities may be included:-

1. Courses of lectures or seminars for senior or post-graduate students dealing with special phases of applied geophysics, and designed to encourage research and original investigation.

2. Additions to the University's existing laboratory equipment so that facilities will be available for graduate students to proceed to higher degrees by way of study and original experiment in advanced geophysical problems.

3. Publication of the results of any research work in geophysics carried out at the University.

4. Investigation of any geophysical problems, the solution of which may be of use and value to the Canadian mining industry. It is possible that in some cases, such as, for example, investigation into the cause of rock bursts, co-operation from the Canadian mining industry and the Government of the Province of Ontario will be available, and it is hoped that this donation will enable the University to provide facilities which do not now exist for the examination of such problems.

5. The mathematical treatment and development of formulae for processes now in use in cases where current practice may have progressed beyond mathematical theory.

These proposals are made as suggestions only and it is understood that there are no restrictions on the programme to be followed by the University other than the undertaking that this donation is to be used solely for the extension of the present geophysical department. We should, however, appreciate receiving advice of the programme to be undertaken when that has been determined and would be glad if you would advise us of your acceptance of the sum of \$10,000 on the terms outlined herein.

It is desired that if any name be associated with this donation we can advise you that Mr. Axel L. Wenner-Gren, who is responsible for the creation of the Viking Foundation, is agreeable to the use of his name.

A bank draft for the sum of \$10,000 is enclosed herewith.

Sincerely yours,

THE VIKING FOUNDATION  
per (Sgd) Axel L. Wenner-Gren"

Further  
donation  
from Maple  
Leaf Fund  
Inc. towards  
work of the  
University  
and Alumni  
in caring  
for evacuated  
children

From the Maple Leaf Fund Inc. of New York a further cheque for \$600 to be used as deemed best in connection with the work that the University and the Alumni are doing in caring for the children evacuated from England. In transmitting the cheque Mr. Victor Goggin specified that it was no part of the original subscription of \$5,830.91 and did not call for an accounting as is required with the previous donation. Upon the recommendation of the President approval was given to the payment of this sum to the University of Toronto Women's War Service Committee.

Donation  
from Canadian Red  
Cross Society  
towards Blood  
Substitutes  
Fund

From the Canadian Red Cross Society a cheque for \$5,000 as a further contribution to the work being carried on by Professor C. H. Best in the Department of Physiological Hygiene which, as a result of a change in the method of production, is now to be known as the Blood Substitutes Fund instead of Concentrated Blood Serum.

Government  
Grant re Aerial  
Navigation

From the Minister of Transport, Ottawa, a cheque for \$2,500 as a grant for 1940-41 to assist in maintaining the Course in Aerial Navigation.

Ontario  
Association  
of Architects' Prize

From the Ontario Association of Architects a cheque for \$100 to cover the award of their scholarship in the School of Architecture for 1940. As this completed another five-year undertaking by the Association the Board concurred in the Bursar's proposal that in acknowledging receipt of this cheque he suggest that if possible the Association consider an extension of the scholarship for a further five years.

Col. R. W.  
Leonard  
Estate

From the Toronto General Trusts Corporation a cheque for \$2,531.50 from the Colonel R. W. Leonard Estate, including the University's one-fifth share of a further distribution of the "B2" portion of the Estate, and the sum of \$31.50, six months' dividend in respect of the fifty shares of Northern Ontario Power Company capital stock.

Parke, Davis  
Company donation re  
Chemotherapy

From Parke, Davis & Company a cheque for \$750 for use in the continuation of the studies in Chemotherapy in the Department of Pathology and Bacteriology under the direction of Dr. P. H. Greey. Upon the President's recommendation authority was given for an increase from \$55 to \$65 per month, commencing with December, in the salary of Walter Gairdner, animal attendant being paid from this fund.

National  
Research  
Council  
grant,  
Banting

From the National Research Council, Ottawa, a cheque for \$2,000 as a further advance in connection with the grant for the Aviation Medical Research Project under Sir Frederick Banting.

War Scientific  
Committee  
grants re -  
Banting &  
Physics

From the War Technical and Scientific Development Committee of the National Research Council for the following projects:-

\$5,000	- Banting	- Confidential and Secret Project No. M-1000
\$1,000	- Physics	- War Project No. C1005-1

Eliza Jane  
Robertson  
Bequest  
for study  
of Arthri-  
tis

There was also reported the receipt of a letter from the Canada Permanent Trust Company transmitting copy of the Will of the late Eliza Jane Robertson, widow of W. E. Robertson, who was a member of the Board of Governors of McMaster University for about thirty years. According to the terms of the Will the residue of her own personal Estate is left to the University of Toronto to be used for study and research into the cause of Arthritis. In this connection the Bursar took up with the Board the question of the disposition of certain personal wearing apparel of little value belonging to Mrs. Robertson, about which Mr. Charles Robertson, a cousin of the deceased and General Manager of the Trust Company had spoken to him, and the Board agreed to the suggestion that the clothing referred to be turned over to Mrs. Robertson's church. The Board also directed that an expression of their appreciation of this gift be conveyed to Mr. Robertson, and through him to the other members of the family, and also their assurance that everything possible would be done by the University to assist in carrying out Mrs. Robertson's wishes.

Payment of  
fees by  
women  
students  
in Course  
in Physical  
& Health  
Education

The Bursar submitted a letter from Professor McAndrew, Registrar of University College, stating that at the President's suggestion he had worked out an arrangement whereby the women students registered in the new Course in Physical and Health Education should pay the annual fees of the Women's Undergraduate Association and the Women's Union and thereby participate in all the activities of the University College women students. The Board concurred in the President's recommendation that this arrangement be approved.

Charge laid  
against J.  
H. Classey  
of Museum  
staff

The Bursar reported that Professor Currelly had advised him on November 30th that J. H. Classey, a member of the Museum staff, and his wife, had been arrested and remanded to a later date in connection with assisting Stanley Ryerson, Secretary of the Communist Party in Quebec, who was wanted by the R.C.M.P. The Bursar stated that Professor Currelly had agreed to the suggestion that the University Solicitor be asked to attend at the trial, and the Board approved of this action.

Funds  
available  
for in-  
vestment

The Bursar also reported that there was approximately \$12,000 available for investment, part of which comprised 5% bonds of the Counties of Northumberland and Durham maturing 16th December, 1940, and the Board approved of his suggestion that Mr. Ross, Chairman of the Finance Committee, be authorized to make the necessary arrangements in this connection.

Current  
Expendi-  
ture

The Bursar presented his statement, certified by the Auditor, of the expenditure made by him from the Accountable Warrant authorized on 14th November, 1940, and the same was laid on the table. Also his Estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the balance of the month of December and the first part of the month of January. Ordered that an Accountable Warrant for Three Hundred Thousand Dollars (\$300,000) be issued to the Bursar.

U.C.Men's  
Residence  
fund

Regarding the proposed University College Men's Residence building, the following circular was drawn to the attention of the Board:-

UNIVERSITY COLLEGE ALUMNI ASSOCIATION  
University of Toronto

Resolution Passed at Executive Meeting

The Executive Committee of the University College Alumni Association request the Governors of the University of Toronto to approve the project of the Alumni Association to collect funds for the purpose of erecting a residence for the men of University College; and to declare that all such funds heretofore and hereafter to be collected, shall be used for the exclusive purpose of providing a residence for the male students of University College.  
December 10, 1940.

The Secretary was instructed to ascertain from the Alumni Association the reason for the preparation of this circular, and also to compile from previous minutes of the Board a memorandum showing how the matter of the University College Men's Residence fund had been dealt with.

In this connection the Chancellor gave notice that he would move at the next meeting -

That the Board approve of the project of the Alumni Association of University College to collect funds for the purpose of erecting a residence for the men students of University College, agree to accept such funds and to apply them to such purpose, and declare that all such funds heretofore and hereafter collected shall be used for the exclusive purpose of providing a residence for male students of University College.

Special  
Meeting  
re Prof.  
F. H.  
Underhill

The President stated that his report on Professor F. H. Underhill's case was now ready and it was decided to consider this matter at a Special Meeting to be called for Thursday, December 19th, at 4 p. m.

The meeting adjourned at 6:30 p.m. to Thursday, January 9th, it being decided to cancel the second meeting in December, which would fall on the 26th of that month.

*Indefinite  
S.B.*

Minutes confirmed

*Jan. 9<sup>th</sup> 1941*

*James Macdonald*

Chairman



Minutes of a Special meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, December 19th, 1940, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)	Mr. Rogers
The Chancellor	Mr. Neilly
The President	Mr. McCarthy
Dr. Russell	Mr. Burns
Chief Justice Rose	Mr. Morrow
Hon. Dr. Ferguson	Mr. LaBine
Mr. Bryce	Dr. Anderson

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Hon. Dr. Bruce	Mr. Ross
Mr. McCulloch	Mr. Young

Professor  
F. H.  
Underhill's  
case

The President presented his report on Professor F. H. Underhill's case, and afterwards made the following statement and recommendation:-

"Without any reference to specific details of the writings or utterances of Professor Frank H. Underhill and viewing his record as a whole, I believe it is in the best interests of the University that his services be dispensed with; and I so recommend."

Considerable discussion took place, and -

It was moved by the Chancellor,  
Seconded by Dr. Anderson,

That action in this connection be deferred until the first meeting in June, which would ordinarily fall on the 12th day of June, 1941.

Further action in the matter was deferred to an adjourned meeting to be held on Friday, December 27th, at 4 p. m.

The meeting adjourned at 8:10 p.m.

Minutes confirmed.

*Indefinite*  
*Jan 9, 1941*

*Dr. Russell Macdonald*  
Chairman.



Minutes of adjourned meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Friday, December 27th, 1940, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)	Mr. Neilly
The Chancellor	Mr. Burns
The President	Dr. Anderson
Mr. Bryce	Mr. McCarthy
Mr. LaBine	Dr. Gibson
Mr. Morrow	Chief Justice Rose
Mr. McCullagh	Mr. Rogers

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Dr. Russell	Mr. Ross
Hon. Dr. Bruce	Hon. Dr. Ferguson

The minutes of the meetings of December 12th and 19th relating to the case of Professor Underhill were read and confirmed.

Professor  
F. H.  
Underhill's  
case

The Chairman again reviewed the situation, after which the following amendment to the Chancellor's motion was presented:-

Moved by Mr. McCarthy,  
Seconded by Mr. Neilly,  
Be it Resolved -

That the recommendation of the President dated 19th December, 1940, be and the same is hereby approved, and that Professor F. H. Underhill's services be dispensed with; and that Dr. D. B. Macdonald, the President and Mr. Leighton McCarthy be appointed to take the necessary steps to give effect to this motion not later than the end of this academic year, 30th June, 1941.

Considerable discussion then took place, following which Mr. McCarthy agreed to the withdrawal of his motion, but the Chancellor felt that the motion presented by him should stand.

It was decided to defer consideration of this matter until the next regular meeting of the Board to be held on 9th January, 1941, at which it would be the first item of business after the reading of the minutes.

The meeting adjourned at 5:20 p.m.

*Indy*  
*m.B.*  
Minutes confirmed.

*Jan 9<sup>th</sup> 1941*

*Dr. Macdonald*

Chairman.



Minutes of the meeting of the Board of Governors held  
in the Board Room, Simcoe Hall, on Thursday, January 9th, 1941, at  
4 p. m.

Present -

The Chairman (Dr. Macdonald)  
The Chancellor  
The President  
Mr. Neilly  
Mr. Morrow  
Mr. Bryce  
Mr. McCarthy  
Mr. Ross

Mr. Osler  
Mr. LaBine  
Mr. McCullagh  
Chief Justice Rose  
Hon. Dr. Bruce  
Dr. Gibson  
Dr. Anderson

The Bursar was present as Secretary.

Resolu-  
tion on  
death of  
Dr. T.A.  
Russell

In connection with the recent death of Dr. T. A.

Russell, Vice-Chairman of the Board -

It was moved by the Rt. Hon. Sir William Mulock, K.C.M.G., LL.D.,  
Seconded by John J. Gibson, Esquire, LL.D.,

And Resolved -

That the Board of Governors of the University of Toronto records its sense of the great loss sustained by the University and by manifold enterprises, industrial and financial, in Canada, in the passing of one of its members, Thomas Alexander Russell, B.A., LL.D., at the comparatively early age of 63. He has well been described as a business man who "followed the gleam". Shortly after his graduation from this University in 1899 he entered on his long and strenuous career of industry and finance. His University training in classics and political science proved to be a fine preparation for a practical career. Directorships and posts of executive responsibility in many and varied organizations came to him in the course of his life. His reward for good work was always more work. Yet in the midst of a successful business career he retained his interest in things of the mind and spirit and his broad humanity and kindness. He could be stern, but always to what he deemed laziness and culpable inefficiency. He was a great public servant, one of those "public souls" (to use old Bishop Hackett's fine phrase) who could never refuse to add a burden of service in a good cause or at the behest of a friend.

To this University, the home of his heart, he rendered unwearied service for 28 years as a member of this Board, as Chairman of its Finance Committee, and as Vice-Chairman of the Board. In every phase of its work he took a deep and helpful interest. To its undergraduates, graduates, staff and friends he gave himself without stint. The Board will sorely miss his wide experience, his wise counsel, his combination of prudence and boldness, his far-sightedness, his rich and saving common sense, and his unfailing readiness to serve. In his character and judgment successive governments placed full confidence. In 1930 this University sought to express to him its thankfulness for all he had been and done by conferring upon him the highest distinction in its power, the degree of LL.D. honoris causa.

In face of recurrent illness, weakness and pain in recent years he courageously carried on, choosing rather to die in the midst of his work than to exist in restricted and



Resolution re  
Dr. T.A.  
Russell  
Cont'd)

exclusive self-preservation. Only a few weeks ago he sat with us at our Round Table; the influence of his character and his spirit will continue with us. His old school fellow at St. Mary's Collegiate Institute, the Right Hon. Arthur Meighen, described him in words that this Board may well adopt: "He was one of Canada's most modest and most silent, but greatest sons."

To his life companion and his family the Board offers its sincere sympathy.

It was ordered that an engrossed copy of this resolution be forwarded to Mrs. Russell.

Before proceeding with the business of the meeting the Secretary reported that Mr. McCulloch had informed him that he would be unable to be present owing to his attendance at another meeting.

The minutes of the regular meeting of December 12th and of the Special meeting of December 19th and the adjourned meeting of December 27th were read and confirmed.

Professor  
Underhill's  
case

Further discussion of the Chancellor's motion regarding Professor Underhill was postponed.

Arising out of the minutes the following matters were dealt with:-

U.C. Men's  
Residence  
Fund

As instructed the Secretary presented a memorandum giving extracts from previous minutes of the Board in connection with the proposed University College Men's Residence and also read the following letter from the Secretary-Treasurer of the U. C. Alumni Association:-

"The Secretary,  
Board of Governors,  
University of Toronto.

Dear Mr. Higginbottom:

In reply to your request for information concerning the reason for the drawing up of the resolution submitted to the Board of Governors at its last meeting, I would say this was done to make certain that the Board of Governors had formally allocated the funds collected for the purpose of providing a residence for the male students of University College.

Yours very truly,

December 18, 1940.

(Sgd) E. A. Macdonald  
Secretary-Treasurer."

In accordance with notice previously given,

It was moved by the Chancellor,  
Seconded by the President,  
And Resolved -

That the Board approve of the project of the Alumni Association of University College to collect funds for the purpose of erecting a residence for the men students of University College, agree to accept such funds and to apply them to such purpose, and declare that all such funds heretofore and hereafter collected shall be used for the exclusive purpose of providing a residence for male students of University College.

In accordance with authority given for the investment of certain funds, the Bursar reported that with the approval of Mr. Ross, Chairman of the Finance Committee, the following securities had been purchased:-

\$12,000 Province of Nova Scotia  $3\frac{1}{2}\%$  Bonds, due 15th May, 1951,  
@  $99\frac{3}{4}$  to yield 3.54

Termination of appointment of Dr. S. Levine

Regarding the notice to Dr. S. Levine of the termination of his appointment at the University, the Bursar stated that he had prepared a draft of the proposed wording and after discussing the same with the University Solicitor had sent Dr. Levine the following letter:-

Dr. Samuel Levine,  
The Ontario Reformatory,  
Guelph, Ontario.

Dear Dr. Levine:-

I have been instructed by the Board of Governors of the University of Toronto to advise you that your employment has been terminated by the Board.

Yours truly,

(Sgd) C. E. Higginbottom

J.H.Classey  
case

There was presented a letter from the University Solicitor transmitting copy of the evidence taken at the trial of J. H. Classey of the Museum staff and stating that judgment had been reserved to January 10th.

Letter of thanks from Mrs. Macdonald

There was also presented a letter from Mrs. Macdonald expressing most sincere thanks for the roses sent to her on the occasion of the presentation of the portrait of Dr. Macdonald.

Appointments

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

From 1 July, 1940

Faculty of Medicine:

Paediatrics:

F. F. Tisdall	) Assistant Professors	\$2,000 per annum
A. W. Canfield	) (cancelling previous appointments vide folio 220 and 224	250 " "
E. A. Morgan	) Minute Book No. 1)	400 " "

For the Session 1940-41

Library:

Miss R. Read	- Assistant, 1 February to 30 June (vice Miss R. McRostie, resigned)	\$1,200 " "
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Appoint-  
ments  
(Cont'd)

Faculty of Arts:

Physics:

For work in Spectroscopy (overtime):

The appointments of E. J. Allin and H. L. Welsh (vide folio 49) were amended by making the remuneration \$2.00 per hr.

Faculty of Medicine:

Physiology:

E. C. Anderson - Technician, 23 Dec. to 30 June \$65 " mo.

Hygiene & Preventive Medicine:

W. B. McClure - Special Lecturer in Parasitology, \$100  
Easter Term

Demonstrators:

A. M. Goulding - 1 Jan. to 30 June 400  
Mrs. E. Kuitunen - 1 Feb. to 30 June 500  
Miss G. Mickle - Class Assistant, 1 Jan. to 30 June 500

Faculty of Applied Science:

Mining Engineering:

D. H. Hamly - Demonstrator for 5 mos. from 1 Jan. \$100 per mo.

Ontario College of Education:

Educational Research:

G. A. Ferguson - Research Assistant, 1 Feb. to \$150 per mo.  
30 June

Institute of Child Study:

Assistants:

Miss M.L. Northway \$300  
Miss P. Duff 100  
Miss M. Casey 75  
Miss K. Cassels 25

University Extension and Publicity:

Business Courses:

"Marketing Organization and Technique":

H. G. Weaver - "Using Customers' Ideas" 10  
Travelling expenses (estimated) 30  
R. F. Chisholm - "A new Trend in Merchandising" 10  
Elmo Roper - "Reading the Public Mind" 10  
Travelling expenses (estimated) 50  
D. H. Pollitt - "Merchandising Policies for the Manufacturer" 10  
Cornelius DuBois - "What do people read?" 10  
Travelling expenses (estimated) 50  
K. W. Taylor - "Wartime Control of Prices" 10  
Travelling expenses (estimated) 25  
Theodore H. Brown - "Standards of Sales Performance" 10  
Travelling expenses (estimated) 50  
Percy K. Heywood - "Tested Retail Selling Policies" 10  
John Karol - "Measuring Radio Results" 10  
Travelling expenses (estimated) 50  
Samuel B. Stocking - "The Value and Significance of Advertising" 10  
General Supervision of the Course 40

Pass Course for Teachers:

Teachers' Classes:

H. Boeschenstein - First, Second and Third Year German 300

Aerial Navigation:

Radio College of Canada - Code Instruction 500

Occupational Therapy:

The appointment re Ontario College of Art (vide folio 294, Minute Book No. 1) was amended by making the remuneration 600

Pass Course for Teachers:

The appointment of R. Brauer (vide folio 26) was cancelled and the following substituted:

H. S. M. Coxeter - Second Year Mathematics 150

Special Research:

Botany:

N. W. Radforth - Research Assistant 450  
(amendment to previous appointment vide folio 4)

Banting:

T. G. Lennox - Technician, 1 Jan. to 30 June \$50 per mo.

Resigna-  
tion of  
J. M.  
Carswell

The following resignations were accepted:-

J. M. Carswell, Instructor in Engineering Drawing, as of 14th December, 1940, in view of an urgent request by the authorities at Ottawa to enter military service in connection with the Army Trade School there; and the Board approved of the President's recommendation that Mr. Carswell be paid his full salary for the month of December.

Resigna-  
tion of  
Dr. Lorella  
McClelland

Dr. Lorella McClelland, Class Assistant in Hygiene and Preventive Medicine, as of 31st December, 1940, as she is assuming duties under Dr. Hare in connection with a war research problem.

Extension  
of leave  
of absence  
to Mr. J.  
B. Bicker-  
steth

The President reported that as a result of enquiries made by him in accordance with the Board's request, he had now heard from Mr. J. B. Bickersteth, Warden of Hart House, and from General McNaughton regarding the work which Mr. Bickersteth was doing in England, and after discussing the question of an extension of the leave previously granted to Mr. Bickersteth, it was moved by Mr. Bryce, seconded by Mr. LaBine, that this leave be continued from 1 January to 30 June, 1941, without salary, and that during such leave Mr. Bickersteth's contributions to the pension fund be assumed by the University.

The Board also approved of the following recommendations by the President:-

Leave of  
absence to  
Prof. R.  
Brauer,  
and changes  
in Depart-  
ment of  
Mathematics

That Professor Richard Brauer of the Department of Mathematics be granted leave of absence without salary from 1 February to 30 June, 1941, so that he may join the staff of the University of Wisconsin as Visiting Professor; also that the salary of Mr. N. S. Mendelsohn, Fellow in the same department, be increased by \$50 per month from February to May, 1941, inclusive, making the total remuneration \$900, and that Mr. J. S. Vigder be appointed as a Fellow for the months of February to May, 1941, inclusive, at a salary of \$300 for the period.

Extension  
of leave  
of absence  
to Prof.  
G.O. Smith  
and subse-  
quent re-  
tirement

That the leave of absence granted to Professor G. O. Smith, Professor of Latin in University College, be extended to 30th June, 1941, at his present salary, on the understanding that his work is to be carried on by his colleagues; and that thereafter he be retired on pension because of ill health.

Extension  
of leave  
of absence  
to Miss L.  
Alward

That the leave of absence on account of ill health granted to Miss Lois Alward of the Department of Botany be continued on full salary to 31st March, 1941, she to pay for any substitute required during the months of January to March, inclusive.

Additional  
vote for  
"Business  
Courses"

That an additional sum of \$2,000 be added to the appropriation for "Business Courses" in the Department of University Extension, making a total for the year 1940-41 of \$3,000.

Appropriations for  
Course in  
Aerial  
Navigation

That the balance of the \$5,000 remaining from the grant made last Session by the Department of Transport, Ottawa, for the Course in Aerial Navigation in the Department of University Extension be added to the appropriation for this Session; and that the further grant of \$2,500 recently received from the Department of Transport be made part of that appropriation.

Proposed  
course in  
Electrical  
Training  
for mem-  
bers of  
R.C.N.V.R.

The President presented letters from Mr. K. S. Mac-lachlan, Deputy Minister of Naval Services, Ottawa, and from Professor E. F. Burton, outlining a proposed scheme for co-operation between the University and the Canadian Naval Authorities in connection with the electrical training of certain selected personnel who would be entered in the Royal Canadian Naval Volunteer Reserve. The Governors were extremely pleased with the idea of such a course being held at the University and expressed their desire to co-operate in every way with the authorities at Ottawa.

Other communications were presented and dealt with as follows:-

Students'  
Administra-  
tive Coun-  
cil Loans

From the Secretary-Treasurer of the Students' Administrative Council requesting that the sum of \$5,328.83, being repayment from loans to students already made by the Council, be made available for loans this year, and that a further appropriation of \$3,000 from the surplus account of the Students' Administrative Council be made available for the same purpose should the need arise. Upon the President's recommendation authority was granted to disperse these funds as requested.

Deferred  
payment of  
fees for  
Mrs. Lamont

From Mrs. Roland Michener, Chairman of the Mothers' Placement Committee, University of Toronto Women's War Service Committee, explaining that it was difficult for the Committee to find the necessary



Deferred  
payment of  
fees for  
Mrs. Lamont  
(Cont'd)

funds at the present time to pay the fees of Mrs. Lamont, who came from Birmingham and who was continuing her work in the Department of Biology in preparation for the Ph.D. degree; and upon the President's recommendation authority was given to defer payment of these fees.

Deferred  
payment of  
fees for  
Miss K.  
Todhunter,  
O.C.E.

From Dean Althouse regarding Miss Kathleen Todhunter, an evacuee from Croydon, England, enrolled in the High School Assistants' Course at the Ontario College of Education, and with the approval of the President the Board gave authority to postpone payment of Miss Todhunter's fees until she had secured a teaching post or until funds could be transferred from England.

Resolution  
passed by  
Senate of  
Dalhousie  
University  
re firm  
of Bausch  
and Lomb

From the Registrar transmitting the following letter regarding the resolution passed by the Senate of Dalhousie University in connection with the firm of Bausch & Lomb:-

DALHOUSIE UNIVERSITY  
Halifax, N.S.

The Registrar,  
University of Toronto,  
Toronto, Ontario.

Dear Sir:-

May I call your attention to a resolution relative to the firm of Bausch and Lomb of Syracuse, New York, which was mailed to you from this office on May 23rd last. In view of more recent information and much consideration, the Senate of Dalhousie University has seen fit to retract the statement made at that time. The following is a resolution passed by our Senate at its meeting of November 28th.

"Whereas the Senate of Dalhousie University having further information, has reconsidered its resolution of May 11th last and feels that the statement contained in that resolution is inaccurate,

And whereas the Senate has been impressed by the recent public letter of the Honourable C. D. Howe testifying to the contribution of the firm of Bausch and Lomb to Canada's war effort,

Be it resolved that the Senate of Dalhousie University withdraw its resolution of May 11th, 1940, and further, that a statement of its present action be sent to the firm of Bausch and Lomb and to all other Canadian colleges previously notified."

Yours very truly,

(Sgd) C. B. Nickerson,  
Secretary of Senate.

6 December, 1940.

International  
Accountants'  
Bursary

Also from the Registrar transmitting certain amendments in connection with the award of the International Accountants' and Executives' Corporation Bursary, to which the Corporation had agreed, and these were approved by the Board as follows:-

International Accountants' Bursary (Cont'd)

"That in addition to the President, Dean Brett and Mr. Dunlop, previously mentioned to act on behalf of the Corporation, there be added the names of Professor Innis and Professor Ashley; and that the bursary be awarded to a student enrolled in any year of the course in Commerce and Finance and registered in University College."

Statute of Senate

Also from the Registrar forwarding for the approval of the Board Statute of Senate No. 1490 respecting an amendment to the Calendar of the Faculty of Applied Science and Engineering for the Session 1940-41, which Statute having been read was approved.

Consideration for Applied Science students who enlist

From Mr. W. S. Wilson transmitting the following recommendations of the Council of the Faculty of Applied Science and Engineering, which were approved by the Board:-

1. That in the case of those students who enlist for active service and who are debarred from receiving their degrees because of supplemental examinations, relief from these examinations be granted upon application being made for such consideration.
2. That the supplemental examination fee be remitted in the case of the above-mentioned students.

Interim Report of Committee on Curriculum of the Faculty of Applied Science

From Professor W. M. Treadgold forwarding copies of the Interim Report of the Committee on Curriculum of the Faculty of Applied Science and Engineering for consideration by the Board's Special Committee appointed to confer with the Faculty Committee in connection with questions arising from the report of the survey made by Dr. Dugald C. Jackson. The Secretary was instructed to distribute copies of this report to the members of the Board's Committee, and the President as convener was advised of Professor Treadgold's desire to have the two Committees meet some day in the week of January 27th, or preferably as soon as possible.

The following donations were reported and were accepted with thanks and appreciation:-

Canadian Industries Limited Fellowship

From Canadian Industries Limited, Montreal, an offer to establish a fellowship of the value of \$750 per year for the purpose of encouraging post-graduate work in Chemistry, as set out in the following letter:-

Dr. Henry John Cody, D.D., F.R.S.C.,  
President of the University of Toronto,  
Toronto, Ont.

Dear Sir:-

We have pleasure in informing you that we have adopted a plan to establish three fellowships, each of the value of \$750 per year, for the purpose of encouraging post-graduate work in Chemistry at Canadian universities, and hereby offer to make one

Canadian  
Industries  
Fellowship  
(Cont'd)

of these fellowships tenable in the Department of Chemistry at the University of Toronto, commencing in the academic year 1940-41.

The offer to award this fellowship, to be known as the C-I-L Fellowship in Chemistry, is subject to the following conditions:

(a) That it shall be open to any British subject who is a graduate of a recognized university.

(b) That the University of Toronto shall select from among the candidates two or three persons and shall submit their names to Canadian Industries Limited together with supporting information, and the Company shall choose the successful candidate from among their number.

(c) That the fellowship shall be awarded in respect of one academic year, but in the event that the Fellow shows by his progress and application that such a course is desirable, it may be re-awarded for a further term of one year.

(d) That the successful candidate shall perform work in any branch of chemical research in and under the direction and supervision of the Department of Chemistry at the University of Toronto.

(e) That at the close of the academic year the Fellow shall submit to Canadian Industries Limited a full written report of all work which he has performed under the Fellowship.

(f) That the Company reserves to itself the right to discontinue the award of these fellowships by giving to the University notice of its intention to do so before the close of any calendar year.

Trusting that such fellowships will prove an acceptable addition to your post-graduate facilities,

We remain,  
Yours very truly,

CANADIAN INDUSTRIES LIMITED  
(Sgd) Russell Smith  
Secretary.

19 December, 1940.

This matter was referred to the Senate for consideration of the academic details.

Carnegie  
Corpora-  
tion  
grants -  
(1) Child  
Study

From the Carnegie Corporation of New York -

(1) a grant of \$4,500 towards the support of the Institute of Child Study, and in this connection the Board approved of the President's recommendation that the following sums be added to the Estimates of the Institute for 1940-41:-

Salary of Miss D. A. Millichamp - \$200  
Superintendent's Department - \$650

(2) Fine  
Art

(2) a grant of \$3,000 for the support of a professorship in Fine Art to be paid as follows:-

\$1,000 for 1940-41; \$2,000 for 1941-42.

Rockefel-  
ler Foun-  
dation  
grants -  
(1) Psychi-  
atry

From the Rockefeller Foundation of New York -

(1) a payment of \$5,200 on their total grant of \$20,800 to be spread over a period of five years, in connection with research in Psychiatry under Dr. Farrar;

(2) Hygiene

(2) \$1,500 to be credited to Dr. E. W. McHenry's grant for researches in nutrition in the School of Hygiene.

Maple Leaf  
Fund grant  
of \$500  
from Canadian Club  
of New York

From the Maple Leaf Fund of New York a cheque for \$500 in U.S. funds, being part of a distribution of the proceeds of a Gala Benefit Performance given by the Canadian Club of New York in aid of those in need within the Empire, and in which distribution the Club had asked that the University of Toronto share. The Board confirmed the action taken in transmitting these funds for the use of the University of Toronto Women's War Service Committee as recommended by the President.

War Technical  
Committee  
grant re  
Chemistry

From the War Technical and Scientific Development Committee of the National Research Council a cheque for \$1,600 representing a further grant for the research being carried on by Professor A. R. Gordon of the Department of Chemistry under project C-1000-1.

National  
Research  
Council  
grant re  
Physics

From the National Research Council a cheque for \$2,100 for credit of the Aviation Research account in the Department of Physics under the direction of Professor E. F. Burton.

Columbian  
Carbon Company  
Fellowship  
payment

From the Columbian Carbon Company of New York the sum of \$1,000 in U.S. funds, being the third instalment of their grant towards an Industrial Fellowship in the Department of Physics.

Sadowski  
Scholarships

From Mr. Ben Sadowski a cheque for \$500 to cover the awards of the Sadowski Scholarships in Sociology and Social Science for 1941.

Labour Research  
Institute  
Prize

From the Labour Research Institute a cheque for \$25 in payment of their Prize in Industrial Law for 1941.

Ontario  
Association  
of Architects'  
Prize

From the Ontario Association of Architects an undertaking to continue for a further period of five years, commencing with 1941, the Scholarship in Architecture provided by the Association.

Appointment  
of Prof. C.  
R. Young  
to Canadian  
Engineering  
Standards  
Association

The Board concurred in the President's recommendation that Professor C. R. Young be re-nominated a member of the Main Committee of the Canadian Engineering Standards Association for three years from 31st March, 1941.

Appointment  
of Toronto  
General  
Hospital  
Trustees

The appointments of Dr. Cody and Mr. Leighton McCarthy as Trustees of the Toronto General Hospital were renewed for a further period of three years from 31st January, 1941; the appointment of a successor to the late Dr. T. A. Russell, whose term as a Trustee would have expired on 31st January, 1943, was deferred to the next meeting.



Special  
Committee  
re  
Institute  
of  
Physiology

Mr. Robert A. Bryce and Mr. George H. Ross were at the President's request added to the personnel of the Special Committee appointed by the Board to consider the advisability of establishing an Institute of Physiology at the University, this Committee now being constituted as follows:-

The President (Convener)  
Hon. Dr. Bruce  
Dr. Anderson  
Mr. Neilly

Mr. Morrow  
Mr. Burns  
Mr. Bryce  
Mr. Ross

Current  
Expendi-  
ture

The Bursar presented his statement, certified by the Auditor, of the expenditure made by him from the Accountable Warrant authorized on 12th December, 1940, and the same was laid on the table. Also his Estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the balance of the month of January and the first part of the month of February. Ordered that an Accountable Warrant for Two Hundred and Seventy-five Thousand Dollars (\$275,000) be issued to the Bursar.

Leaves of  
absence  
for war  
service

The Bursar also presented a list, covering the period from 1st October to 31st December, 1940, of members of the staff who had been granted leave of absence for the duration of the war, but the reading of same was deferred to the next meeting.

Property,  
No. 82-84  
Adelaide  
St. E.

The Bursar informed the Board of the death of Mr. J. J. Carroll, late tenant of the property owned by the University at No. 82 Adelaide St. E., and that he had instructed the University Solicitor to take whatever steps were necessary in connection with the Estate's indebtedness to the University, and if possible to ascertain just what the intentions of the family were regarding the continuation of the business.

Proxy for  
Annual  
Meeting  
of Missi-  
ssippi Land  
Company

The Chairman and the Bursar were authorized to sign the form of proxy for the Annual Meeting of the Mississippi Land Company at St. Paul, Minnesota, on Tuesday, 7th January, 1941, or any adjournment or postponement thereof.

Mr. Neilly's  
invitation  
to dinner  
at the  
York Club

In a letter to the Chairman, Mr. Neilly extended an invitation to the members of the Board to be his guests at dinner at the York Club following the meeting on January 23rd and thereafter to visit and inspect the Connaught Laboratories and the work in progress there. Mr. Neilly's invitation was received with much pleasure.



Preface  
to  
Annual  
Report

The Chairman read to the Board the draft of the pre-  
face to the report/for the year ending 30th June, 1940, as prepared by  
the Bursar and signed by the Chairman.

The meeting adjourned at 6:45 p. m.

*Indesped  
W.B.*

Minutes confirmed.

*Jan. 23-4 1941*

*[Signature]*

Chairman.

Minutes of the meeting of the Board of Governors held  
in the Board Room, Simcoe Hall, on Thursday, January 23rd, 1941, at  
4 p. m.

Present -

The Chairman (Dr. Macdonald)	Mr. Young
The Chancellor	Hon. Dr. Bruce
The President	Mr. Neilly
Mr. Morrow	Mr. Rogers
Mr. Burns	Dr. Anderson
Mr. McCullagh	Chief Justice Rose
Mr. LaBine	Mr. Ross
Mr. Bryce	Hon. Dr. Ferguson
Dr. Gibson	

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the  
Secretary reported that he had been informed on behalf of the following  
members that they would be unable to attend:-

Mr. McCarthy	Mr. Duncan
Mr. McCulloch	Hon. Dr. Kelly
Mr. Osler	

The minutes of the last meeting were read and confirmed.

Arising out of the minutes the following matters were  
dealt with:-

Professor  
Underhill's  
case

The Chancellor's motion regarding Professor Underhill was read  
and approved as follows:-

It was moved by the Chancellor,  
Seconded by Dr. Anderson,  
That action in this connection be deferred until the first  
meeting in June, which would ordinarily fall on the 12th day of  
June, 1941.

U.C. Men's  
Residence  
Fund

In connection with the proposed University College Men's Resi-  
dence -

It was moved by Dr. Gibson,  
Seconded by Hon. Dr. Bruce,  
And Resolved,  
That in addition to the sum of \$100,000 pre-  
viously allocated to this fund from the E. C. Walker Bequest and  
the J. H. Walker Bequest, the accumulations on these two funds  
are also to be set aside for this purpose.

Leave of  
absence  
to Mr.  
J. B.  
Bicker-  
steth

The President presented a telegram from the Hon. Vincent Massey regarding the extension of the leave of absence without salary granted to Mr. J. B. Bickersteth, Warden of Hart House, and upon motion of Hon. Dr. Bruce, seconded by Mr. Bryce, it was decided that this matter be not re-opened.

Leaves of  
absence  
for war  
service

The Bursar read the following list, covering the period from 1st October to 31st December, 1940, of members of the staff who had been granted leave of absence for the duration of the war:-

<u>Name</u>	<u>Title</u>	<u>Depart- ment</u>	<u>Date of Leave</u>	<u>Rank</u>
<b>ARTS:</b>				
J.F.Heard	Lecturer	Astronomy	Nov., 1940	Pilot Officer, R.C.A.F.
<b>MEDICINE:</b>				
J.deL. Bourgeois	Research Fellow	Surgery	Dec., 1940	Surgeon Lieut., R.C.N.V.R.
W. R. Dalziel	do.	do.	do.	Lieutenant, R.C.A.M.C.
F. P. Dewar	do.	do.	July, 1940	do.
G. E. Hall	Professor	Banting Med.Res.	October, 1940	Squadron Lead- er, R.C.A.F.
P. E. Ireland	Demonstra- tor	Oto-Laryn- gology	Sept., 1940	Captain, R.C.A.M.C.
R.B.Meiklejohn	do.	Obstetrics & Gynae- cology	July, 1940	do.
C.Scattergood	Technician	Physiology	Dec., 1940	R.C.A.F.
A. H. Sellers	Demon- strator	School of Hygiene	Nov., 1940	Lieutenant, R.C.A.F.
J. E. Sharpe	do.	Psychiatry	July, 1940	Flight Lieut., R.C.A.F.
<b>APPLIED SCIENCE:</b>				
W.C.Macdonald	Lecturer	Chemical Engineer'g	July, 1940	Engineer and Inspector, Allied War Supplies Co.
W. L. Sagar	Assistant Professor	Civil Eng. Municipal & Structural	Dec., 1940	Second in Command, R.C.O.C. Workshop
<b>ADMINISTRATION:</b>				
W. H. Bonus	Assistant Superin- tendent	Buildings and Grounds	Nov., 1940	Major & O.C., R.C.O.C. Workshop
G. L. Court	Account- ant	Bursar's Office	Oct., 1940	Aircraftman, R.C.A.F.
Peter Kerr	Trust Fds. Central Power Pl.	Trimmer	Dec., 1940	Private, R.C.E.
R. J. Mawson	Cleaner	Royal On- tario Museum	Sept., 1940	Sergeant, R.C.A.
James Orr	Groundsman	Grounds	Nov., 1940	Qrt.master Sgt., C.O.T.C.

Proposed  
meeting of  
Committees  
consider-  
ing ques-  
tions  
arising  
from Dr.  
Jackson's  
report

The President stated that he was desirous, in accordance with Professor Treadgold's request, of holding a meeting, some time during the week of January 27th, of the Special Committee appointed by the Board to consider the report of the Curriculum Committee of the Faculty of Applied Science, and it was suggested that possibly Wednesday, January 29th, might be satisfactory for this purpose.

The following communications were presented:-

Letter of  
thanks  
from Mrs.  
Russell

From Mrs. Russell acknowledging with grateful thanks the Board's kind expression of sympathy in connection with the death of her late husband, Dr. T. A. Russell.

Letter of  
thanks  
from Prof.  
G.O.Smith

From Professor G. O. Smith conveying sincere thanks for all the consideration shown to him, especially in granting him leave of absence with salary to the end of the present academic year and for allowing him to retire on pension thereafter on account of illness.

Judgment  
in Classey  
case

From the University Solicitor forwarding a copy of the judgment in the Classey case, by which the charges brought against both Mr. and Mrs. J. H. Classey were dismissed with a warning.

Mr. Neilly's  
dinner at  
York Club  
and visit  
to  
Connaught  
Labora-  
tories

Following the adjournment of the Board meeting at 6:45 p.m. on January 23rd, the following gentlemen were present at the dinner given by Mr. Neilly at the York Club:-

The Chancellor	Mr. Neilly	Dr. Defries
Mr. Bryce	Hon. Dr. Bruce	" Fraser
Mr. Young	Mr. LaBine	" Best
Dr. Anderson	Dr. Gibson	" Moloney
Mr. Rogers	Mr. Morrow	" Craigie
Chief Justice Rose	Mr. Higginbottom	" Hare
Mr. Ross	Mr. LePan	Mr. Orr
		Mr. Hutchison

At 9 p.m. the group proceeded to the Connaught Laboratories where the following demonstrations were given:-

Dr. Best	- Bloor Substitute
Dr. Solandt	- Processing of Blood Substitute
Dr. Craigie	- Typhus
Dr. Hare	- Influenza
Mr. Orr	- Tetanus

Appoint-  
ments

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

For the Session 1940-41

Faculty of Medicine:

Bio-Chemistry:

D. H. Laughland

- Fellow. 1 Jan. to 31 May (vice F. L. Root, resigned)

\$500

Hygiene & Preventive Medicine:

Miss F. E. Neill

- Laboratory Assistant, 1 Jan. to 30 June

\$50 per mo.

Appoint-  
ments  
(Cont'd)

School of Hygiene:

Epidemiology & Biometrics:

D. B. Avison - Assistant Director, Field Training,  
20 Jan. to 30 June \$250 per mo.

Faculty of Applied Science:

Engineering Drawing:

Demonstrators (part time):

W. C. G. Fraser ) Easter Term \$200  
J. S. Vigder ) 200

The appointment of D. P. Scott as Demonstrator (vide folio  
4) was amended by making the remuneration 1,200

Faculty of Dentistry:

A. Atkins - Temporary Assistant in the Library  
(part time) 20 wks. from 3 Feb. 140

University Extension & Publicity:

Instructors:

Business Courses: ("The Canadian Economy and the War"):

J. Douglas Gibson - Financing the War Effort 10

A. F. W. Plumtre - Organizing Canada for the War 10

Bryce M. Stewart - War-time Labour Problems 10

(Travelling expenses estimated) 25

Kenneth W. Taylor - War-time Control of Prices 10

(Travelling expenses estimated) 25

L. Rasminsky - Foreign Exchange Control - Purposes  
and Methods 10

(Travelling expenses estimated) 25

W. M. Drummond - The Impact of the War on Canadian  
Agriculture 10

(Travelling expenses estimated) 10

R. MacGregor Dawson - Impact of the War on Canadian  
Political Institutions 10

Henry Borden - The Work of the Department of Munitions  
and Supply 10

(Travelling expenses estimated) 25

Tom Moore - Organized Labour and the War Effort 10

(Travelling expenses estimated) 25

W. A. Mackintosh - Co-ordination of the Economic Effort 10

(Travelling expenses estimated) 25

J. F. Parkinson - Organization and General Supervision 50

Correspondence Courses: (Pass Course for Teachers):

D. J. McDougall - Second Year History (remuneration to be  
based on work done)

Notice of  
motion re  
appoint-  
ment of  
Prof. G. G.  
Cosens as  
Dean of  
the Faculty  
of Forestry

The President gave notice that he would move at the next meeting of the Board that G. G. Cosens, Associate Professor of Forestry, be appointed Dean of the Faculty of Forestry as from 30th July, 1941, it being the desire of the present Dean, C. D. Howe, to retire on this particular date as it is his birthday; it being understood, also, that Professor Cosens would be permitted at his own request to continue his business association with the Kimberley-Clark Corporation during the Summer months. In a discussion regarding the question of supplementing the pension which Dean Howe would receive the Bursar suggested that it would be unwise to do this by additional annual payments over a period of years but that it would be much more desirable to make any extra financial recognition in one lump sum at the time of retirement. Upon motion of Mr. Morrow, seconded by Mr. Bryce, it was decided to leave the details in connection with these arrangements with the President.



Other recommendations by the President were approved

as follows:-

Resigna-  
tion of  
Dr. A.L.  
McKay

The acceptance of the resignation as from 1st January, 1941, of Dr. A. L. McKay, Associate in Public Health Administration, School of Hygiene, owing to his transfer in the Provincial Department of Health to Fort William.

Leave of  
absence  
to Prof.  
E.A.Bott

That leave of absence with salary be granted to Professor E. A. Bott, Head of the Department of Psychology, for approximately three months from 1st February, 1941, in compliance with the request of the Flying Personnel Research Committee of the Royal Air Force to collaborate and exchange information with Professor Bartlett of Cambridge; and that during Professor Bott's absence, Professor Chant be given authority to sign for departmental matters, and that Professor Cosgrave, with the consent of the National Research Council, sign for matters pertaining to their Aviation Research grant.

Leave of  
absence  
to Dr.H.  
Armstrong

That Dr. Harry Armstrong, Research Associate in the Department of Medical Research - Banting, be granted leave of absence with salary for a period of three months in order that he may go to England at the request of Air Vice-Marshal Whittingham of the Royal Air Force to consult in matters of Aviation Medical Research.

Leave of  
absence  
to Dr.P.  
M.Millman

That Dr. P. M. Millman, a Lecturer in the Department of Astronomy, who had been called for service in the Royal Canadian Air Force, be granted leave of absence for the duration of the war as from 20th February, 1941, under the Board's existing regulations for military service.

Transfer  
in funds,  
Depart-  
ment of  
Physics

That the amount of \$250 paid to Mr. S. G. Ellis, a Fellow in the Department of Physics, which had formerly been charged to the Lundberg Chemical Spectroscopic Fellowship, be transferred and charged against the Demonstrators' Fund in Physics.

Fees for.  
Business  
Course

That in connection with the Business Course on "The Canadian Economy and the War" which the Director of the Department of University Extension was planning, the individual fee be fixed at \$5, with a special fee of \$3 per student in cases where five or more in the same firm or organization applied together.

Change in  
name of  
Department  
of Biology

The President presented a letter from Professor E. M. Walker, Head of the Department of Biology, in which he makes the following request:-

Change in  
name of  
Department  
of Biology  
(Cont'd)

"For some years I have felt that the name of the Department of Biology should be changed to that of Zoology, and there is general agreement among members of the staff that this change is desirable.

Our chief reasons for this proposal are the following:

1. Biology is the science of life and is concerned as much with plants as with animals. The name 'Biology' is therefore no more applicable to this Department than it is to the Department of Botany.

2. The Department of Biology is concerned mainly with animals. It is true that certain biological subjects are not naturally divisible on the basis of the material used, e.g. genetics, oceanography, limnology; and such subjects are taught in the Department of Biology. Some of these general subjects are, however, represented by courses offered in the Department of Botany, e.g. cytology.

3. Since Botany is a part of Biology it is frequently assumed by those not familiar with our organization that the Department of Biology includes Botany as well as Zoology. Hence, mail which should be addressed to the Department of Botany frequently comes to us first. Notices concerning scholarships, positions, new publications, etc. are thus liable to be sent only to the Department of Biology when the subject matter may be of interest only to the Department of Botany.

In these circumstances it is natural that the proposed change of name is of even greater importance to the Department of Botany than it is to the Department of Biology."

After discussing the matter the Board approved of the President's recommendation that the name of the Department of Biology be changed to "Department of Zoology", to become effective 1st July, 1941. In this connection it is to be understood, however, that the title and inscription on the building referring to it as the "Biological" building shall remain as at present, but this would not interfere with a brass plate describing it as Zoology - "Department of Zoology".

Proposal  
from certain  
conscientious  
objectors  
among the  
students  
for a non-  
combatant  
unit as an  
option for  
military  
training

The President also presented a letter from the Registrar enclosing a petition, transmitted to him by certain students of Victoria College, in which it was proposed to form a unit for non-combatant service in the civil defence plan whereby students who were conscientious objectors to military service would become instructors in First Aid, Air Raid Precautions, and Home Nursing, in lieu of compulsory military training. After discussing the matter the Board adopted the recommendation of the Registrar that at this late date no consideration could be given to any proposal for the establishment of a non-combatant option for military service.

Other communications were presented and dealt with as follows:-

Appoint-  
ment of  
Mr. James  
S. Duncan  
as Governor

From the Clerk of the Executive Council transmitting an Order-in-Council approving of the appointment of James S. Duncan, Esquire, as a member of the Board of Governors to fill the vacancy caused by the

Mr. James  
S. Duncan's  
appointment

death of Thomas Alexander Russell, Esquire, for the remainder of the  
term for which he was appointed, viz: six years from 30th June, 1940.

Statutes  
of  
Senate

From the Registrar forwarding for the approval of the Board  
Statutes of Senate Numbers -

1488 - Respecting the Gibson Matriculation Scholarships  
1489 - " " Sir John Cunningham McLennan Prize  
1491 - " " final examinations for the degree of  
Doctor of Medicine

which Statutes having been severally read were approved.

Curtail-  
ment of  
certain  
academic  
work for  
students  
in Applied  
Science  
who are  
called up  
for war  
service

Also from the Registrar enclosing the following report from  
the Council of the Faculty of Applied Science and Engineering which had  
been concurred in by the Senate and to which the Board also gave approv-  
al:-

"The Registrar,  
University of Toronto.

Dear Sir:-

A Special Committee of this Council has been consider-  
ing the question of curtailment of academic work for the present  
Session, especially insofar as it affected students whose services  
were being requested to engage in war work.

At a special meeting of the Council, held on January  
10th, 1941, the following recommendations were adopted:

THAT:

1. In the case of I Year students the work be conducted in  
strict accordance with the Calendar.
2. In the case of II Year students the work will be conduct-  
ed in strict accordance with the Calendar.
- # 3. In the case of III Year students all work, including exam-  
inations, is to be completed by April 1, 1941. The usual  
formal examinations will not be set, but tests are to be  
arranged and conducted by individual examiners. Marks  
obtained on the tests are to be submitted to the Secretary  
in the regular way. Times for tests are to be arranged by  
the Departments concerned.  
Except under very special circumstances no III Year stu-  
dent will be released to engage in war work until April 1,  
1941.
4. In the case of IV Year students all work, including exami-  
nations, is to be completed by March 15, 1941. The usual  
formal examinations will not be set, but tests are to be  
arranged and conducted by individual examiners. Marks ob-  
tained in tests are to be submitted to the Secretary in the  
regular way. Times for tests are to be arranged by the  
Departments concerned.  
Except under very special circumstances no IV Year stu-  
dent will be released to engage in war work until March  
15, 1941.
5. In the cases of all students who enlist in His Majesty's  
Forces, they be dealt with as outlined in paragraph (5) of  
Report No. 999, received and adopted by the Council on  
December 19, 1940.
- # Students in Third, Fourth and Fifth Years in Architecture are  
included in Clause (3).

Yours very truly,  
(Sgd) "W. S. Wilson  
Secretary"

January 10, 1941.

Mount Sinai  
Masonic  
Lodge Silver  
Jubilee  
Loan Fund

From the Director of the Department of University Extension regarding the Mount Sinai Masonic Lodge Silver Jubilee Loan Fund, and upon the recommendation of the President and Dr. E. S. Ryerson, the Board approved of the following loans being made from this fund for 1940-41:-

- |   |         |
|---|---------|
| (1) Miss Marie M. E. Axford,            |         |
| II Year, Course in Occupational Therapy | - \$150 |
| (2) Gilbert L. Blackwell,               |         |
| II Year, Medicine                       | - 100   |
| (3) B. C. Prior,                        |         |
| III Year, Medicine                      | - 100   |

Eliza J.  
Robertson  
Estate

From the Canada Permanent Trust Company regarding the disposition of certain jewellery belonging to the late Eliza J. Robertson, under whose Will the University of Toronto is a beneficiary, and the Board approved of the suggestions contained in the Company's letter that these articles, of which no specific disposition had been made in the Will, should be turned over to Dr. A. R. Routledge and Mr. A. W. Bixel, K.C., who would appreciate receiving them.

Payments  
to widow  
of Mr.  
A. J.  
Glazebrook

From Mrs. Lucy Glazebrook expressing grateful thanks for the decision of the donors, as confirmed by the National Trust Company, to continue to her for the academic year 1940-41 the monthly payments in connection with the retiring allowance provided for her husband, the late Mr. A. J. Glazebrook, by Sir Edward Peacock and the Estate of the late Sir Joseph Flavelle.

Leave of  
absence to  
J. Shortreed  
and author-  
ity to use  
balance of  
his salary

From the Superintendent recommending that Mr. John Shortreed, an Assistant in his office, be granted leave of absence under the Board's regulations for the duration of the war in view of being called up for service with the Royal Canadian Air Force. The Board approved of this recommendation and also authorized that the balance of Mr. Shortreed's salary be made available for temporary assistance in the Superintendent's Office for the remainder of the present year 1940-41.

Trial of  
E. Bevis  
and sub-  
poena to  
Librarian

From the University Solicitor stating that Mr. W. S. Wallace, the Librarian, had advised him that he had been served with a subpoena to attend as a witness for the defence at the trial of Ernest Bevis charged with publishing or having communistic literature. In this connection the Bursar reported that he had subsequently been advised by

Trial of  
E. Bevis  
(Cont'd)

the Solicitor that Mr. Sanderson, Librarian of the Toronto Public Library, had also been subpoenaed but that Judge O'Connell refused to allow evidence to be presented in this connection by the Defence Counsel claiming that it was irrelevant. Sentences of three months on each charge were given, to run concurrently.

#### Donations

The following donations were reported and were accepted with thanks and appreciation:-

- \$1,250 from the Rockefeller Foundation on account of their grant for Field Training Facilities in the School of Hygiene.
- 500 to cover the first award of the Scholarship in Science donated by the International Nickel Company.
- 250 from the National Research Council on account of their grant for research on gastro-intestinal tract under Dr. R. A. Cleghorn, Department of Medicine.
- 55 from Mr. Arthur Cohen to make up the required sum of \$150 for the Arthur Cohen Scholarship in English.

Appoint-  
ment of  
Dr. Gibson  
as Vice-  
Chairman

Upon motion of Hon. Dr. Bruce, seconded by Mr. McCullagh, Dr. J. J. Gibson was elected Vice-Chairman of the Board to replace the late Dr. T. A. Russell.

Appoint-  
ment of  
Mr. Neilly  
as Trustee  
of Toronto  
General  
Hospital

Upon motion of Mr. Morrow, Mr. Neilly was appointed a Trustee of the Toronto General Hospital to fill the vacancy caused by the death of Dr. Russell for the remainder of the three-year period for which he was appointed, viz: to 31st January, 1943.

Re-election  
of Mr. Osler  
to Connaught  
Laborator-  
ies Commit-  
tee

In connection with the vacancy on the Connaught Laboratories Committee caused by the passing of Dr. Russell, Mr. Neilly moved, seconded by Hon. Dr. Bruce, that Mr. Osler be re-elected a member of this Committee as he had been an interested and much valued member but had automatically relinquished his direct association with the Committee when he resigned as Chairman of the Board's Finance Committee.

Report of  
Committee  
re estab-  
lishment  
of an  
Institute  
of Physi-  
ology

A report of the Special Committee appointed to consider the advisability of establishing an Institute of Physiology at the University was read, and upon motion of Hon. Dr. Bruce, seconded by Mr. Bryce, was approved as follows:-



Report of  
Committee  
re estab-  
lishment  
of an  
Institute  
of Physio-  
logy  
(Cont'd)

To the Board of Governors:

Gentlemen:-

Your Committee begs to report that it held a joint meeting with representatives of the Faculty of Medicine on Thursday, 16th January, 1941, at 4 p.m., at which the following were in attendance:-

President Cody (in the Chair)

Board Members

Dr. H. E. Anderson  
Mr. C. F. W. Burns  
Mr. George H. Ross

Mr. Balmer Neilly  
Hon. Dr. H. A. Bruce  
Mr. Robt. A. Bryce

Faculty of Medicine Members

Dr. W. E. Gallie	- Dean
Dr. E. S. Ryerson	- Assistant Dean and Secretary
Dr. J. C. E. Grant	- Anatomy
Dr. Andrew Hunter	- Pathological Chemistry
Dr. C. H. Best	- Physiology
Dr. V. E. Henderson	- Pharmacology
Sir Frederick Banting	- Chair of Medical Research
Dr. H. Wasteneys	- Bio-Chemistry
Dr. D. T. Fraser	- Hygiene & Preventive Medicine
Dr. Duncan Graham	- Medicine & Clinical Medicine
Dr. R. D. Defries	- Director, School of Hygiene and Connaught Laboratories

The Bursar attended as Secretary to the Board.

The convener of your Committee gave a brief outline of the various questions to be considered, especially those in connection with the expansion of the Department of Physiology and its relation to the Faculty of Medicine.

Dr. Best, in outlining the proposed programme which he had in mind, stated that he felt the suggested title "Institute of Physiology" rather than "Department of Physiology" would be the means of attracting more funds.

The heads of the various Departments present saw no objection to the proposal provided it did not mean the absorption of their departments by the proposed Institute or diminution of their present grants in the Estimates.

After discussing the matter at length the Medical Faculty members retired and the members of the Board continued the discussion.

In view of the outstanding results achieved by Dr. Best your Committee feels that the establishment of such an Institute would not only be a recognition of his accomplishments but would also provide the means of further developing the field in Physiological Research. Therefore your Committee recommends to the Board that Dr. Best, with the help of Dr. Defries, Director of the School of Hygiene and of the Connaught Laboratories, be asked to submit details in connection with the proposal for submission to the Board.

Respectfully submitted,

16th January, 1941.

(Sgd) H. J. Cody  
Convener.

Report of  
Pensions  
Committee  
re Wm. A.  
Evans

The following report of the Pensions Committee was read and approved:-

To the Board of Governors,  
University of Toronto:

The undersigned, acting as a Committee upon the Pension Scheme for the Administrative and Clerical Staff, beg to report that William A. Evans, Nightwatchman, with sixteen years of service at the University and who will attain age 69 in June next, has not been on the pay list since 21st July, 1940, on account of illness.

Report of  
Pensions  
Committee  
re Wm. A.  
Evans  
(Cont'd)

Evans is suffering from a serious condition of heart disease and has had several attacks of acute rheumatic fever which have further damaged his heart. He has been examined by the University doctor who declares him to be totally disabled for further service.

Your Committee therefore recommends that Evans be pensioned on the ground of disability as from 22nd July, 1940, at a monthly pension of \$30.00.

Respectfully submitted,

(Sgd) C. E. Higginbottom  
E. A. Mackenzie  
A. D. LePan

21st January, 1941.

Proxy for  
Annual  
Meeting  
of Toronto  
General  
Trusts Corporation

Upon motion of Mr. Bryce, seconded by Mr. Morrow, the Chairman and the Bursar were authorized to sign the form of proxy for the Annual General Meeting of the Toronto General Trusts Corporation to be held on Wednesday, February 5th, 1941.

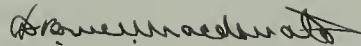
Funds for  
investment  
and meeting  
of Finance  
Committee

The Bursar having reported that there were certain funds on hand for investment, it was decided to call a meeting of the Finance Committee for Thursday, January 30th, 1941, at 4 p. m.

The meeting adjourned at 6:45 p. m.

Minutes confirmed.

Feb. 13<sup>th</sup> 1941



Chairman.



Minutes of the meeting of the Board of Governors held  
in the Board Room, Simcoe Hall, on Thursday, February 13th, 1941, at  
4 p. m.

Present -

The Chairman (Dr. Macdonald)  
The Vice-Chairman  
The Chancellor  
The President  
Chief Justice Rose  
Mr. Bryce  
Mr. Morrow

Mr. LaBine  
Mr. Burns  
Mr. Ross  
Mr. McCarthy  
Mr. Osler  
Hon. Dr. Bruce  
Dr. Anderson

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the  
Secretary reported that he had been informed on behalf of the following  
members that they would be unable to attend:-

Hon. Dr. Ferguson  
Mr. Neilly

Mr. Rogers  
Mr. Duncan

The minutes of the last meeting were read and confirmed.

Leave of  
absence to  
Mr. J. B.  
Bicker-  
steth

Arising out of the minutes the President reported that  
he had received the following cable from General McNaughton:-

"Much appreciate extension Bickersteth's leave till summer.  
This will be a great help to me personally. As regards salary  
Massey and I think that no question continuation should arise in  
view of great educational value of his work which redounds to  
credit your University. If this is not acceptable to your Board  
only alternative is to request Minister of National Defence to  
make University a grant of sum in question.

(Sgd) McNaughton."

The President stated that after consultation with the  
Chairman they had replied by cable to General McNaughton as follows:-

"Governors willing to extend Bickersteth's leave of absence  
as long as you wish, but unable to continue distinction between  
him and others in matter of salary. Have already paid him half  
year's salary, 2,250 dollars. Will gladly transmit to him what-  
ever grant you may obtain from Minister of National Defence.

(Sgd) Macdonald, Chairman  
Cody, President."

The Board approved of this reply.

Appoint-  
ments

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

Department of University Extension & Publicity:Stenographers: from 1 March, 1941:

Miss M. E. Drummond	-	(vice W. A. Munro, resigned)	\$900 per an.
Miss V. E. Nicholl	-	( " Miss V. Sheldon, " )	900 " "

School of Hygiene:

Miss L. Beattie	-	Laboratory Assistant, Epidemiology and Biometrics, from 23 January, 1941 (vice W. Deyman, resigned)	\$900 per an.
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For the Session 1940-41Faculty of Arts:Biology - Assistants: Easter Term:

E. Winchester	-	\$150.	Miss V. Engelbert	-	\$85.
C. J. Kerswill	-	75.	D. G. Wilder	-	75.
S. P. Drummond	-	70.	Miss A. M. Ironside	-	50.
H. Nesbitt	-	50.	J. H. Follwell	-	50.
V. E. F. Solman	-	50.	W. B. Scott	-	50.
R. M. Belyea	-	50.	D. N. Omand	-	50.
D. M. Davies	-	50.	A. W. F. Banfield	-	50.
Miss D. W. Kirk	-	35.	J. R. Brett	-	30.
G. H. Clawson	-	30.	C. L. Peterson	-	30.
C. W. M. Hart	-	Special Lecturer			without salary

Faculty of Medicine:Surgery:

A. Bailey Powell	-	Assistant Fellow, Resident, Easter Term (vice W. R. Dalziel, on war service)	\$300 per an.
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Faculty of Applied Science:Civil Engineering: Surveying & Geodesy:

H. S. Wainberg	-	Demonstrator for January and February	\$250.
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Department of University Extension & Publicity:Evening Tutorial Classes:

J. A. Newcombe	-	10 laboratory evenings	\$100.
Hector Ross	-	Laboratory Assistant in Metallurgy	20.
Course in Aerial Navigation:			
Gordon Rayner	-	Aircraft Engines	150.
Course in Physiotherapy:			
Hospital for Sick Children	-	Instruction in Swimming Pool (amending appointment vide folio 294, Minute Book No.1)	55.
Short Courses: Extension Course in Real Estate:			
John B. Laidlaw	-		75.)
		(Expenses)	\$252.83.)

Business Courses:"Accident Prevention":

T. Norman Dean	-	Workmen's Compensation	10.
R. B. Morley	-	Accident Prevention	5.
E. E. Sparrow	-	Industrial Organization for Accident Prevention	5.
C. P. Cosgrave	-	Human Factor in Accidents	10.
H. Mabson	-	Personal Protection	10.
W. MacLachlan	-	Safeguarding the Working Place - Part 1	10.
W. J. M. Redwood	-	do.	11 10.
F. M. R. Bulmer	-	Occupational Health Hazards	5.
J. G. Cunningham	-	do.	5.
W. J. Scott	-	Fire and its Causes	10.

Special Research:Banting Medical Research:

R. Bain	-	Laboratory Assistant, 1 Feb. to 30 June	\$90 per mo.
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Confirmation of appointment of Prof. G. G. Cosens as Dean of the Faculty of Forestry

In accordance with notice previously given the President moved that Professor G. G. Cosens be appointed Dean of the Faculty of Forestry as from 30th July, 1941, it being the desire of the present Dean, C. D. Howe, to retire on that particular date as it is his birthday. This appointment was accordingly made, and as previously arranged the financial details were left with the President.

Navy Technical Class in Physics

Upon motion of Dr. Gibson the following appointments were made in connection with the Navy Technical Course in Physics as recommended by the President, pending the receipt of funds from the Naval Authorities at Ottawa:-

Arthur Smith	- Demonstrator and Lecturer for 14 weeks from 28 January	\$70 per wk.
K. N. Barnard	- Demonstrator for 14 weeks from 28 January	30 " "
Class Assistants from 3 February:		
W. O. Cartier	)	
Mrs. Dorothy Elson	)	
S. G. Ellis	) @ \$1.25 per hour	
R. W. McKay	)	
E. B. McNaughton	)	
H. B. White	)	

Approval was also given to the following payments to certain members of the staff of the Department of Physics on account of additional work involved in connection with this course:-

J. M. Anderson	- \$400	Miss A. T. Reed	- \$200
A. D. Misener	- 250	Miss N. K. Reed	- 100

The Board confirmed the Bursar's action in paying accounts certified by Professor Burton pending the receipt of funds, and which were to be charged against this new Government grant for the Navy Technical Course.

Leave of absence with salary to J. Baylis, University Press

Approval was also given to a motion passed by the Printing and Publications Committee of the University Press, and concurred in by the President, that Mr. J. Baylis, an employee of the Press since 1902 and who on account of illness retired from the position of Foreman in 1927, be granted leave of absence to 30th June, 1941, with full pay, viz: \$40 a week, the salary at which he had latterly been working as a compositor.

Other recommendations by the President were approved as follows:-

Continuation of appointment of Miss M.H. Buchan, Library

That Miss M. H. Buchan, a half-time Assistant in the University Library, who will attain the age of 70 on March 8th, 1941, and who under the existing regulations would be retired on pension at 30th June, next, be continued on the staff as a part-time Assistant at the rate of \$550 per annum for the year 1941-42 at the request of the Librarian, in view of several changes made lately in the Order Department of the Library.

#### Resignations:

Resignation of Prof. L.A. MacKay, University College

From Professor L. A. MacKay, Assistant Professor of Latin in University College, effective at the close of the present academic year 1940-41, as he has accepted the offer of the University of British Columbia to the post of Associate Professor of Classics; and the Board in accepting this resignation expressed much regret and a deep appreciation of the valuable services rendered by Professor MacKay while on the staff of the University of Toronto.

Mrs. E. M. Hardy, Bursar's Office

From Mrs. Edith M. Hardy, a Record Clerk in the Fees Branch of the Bursar's Office, effective 31st January, 1941; and authority was given for the balance of her salary to be made available for temporary assistance to 30th June, 1941.

W. Armour Munro, Univ. Extension

From W. Armour Munro, a Clerk in the Department of University Extension and Publicity, effective 31st January, 1941.

Leave of absence to - Sir Frederick Banting

#### Leaves of absence:

To Sir Frederick Banting for a two-month period from 5th February, 1941, in order to permit of a visit to England at the request of the National Research Council; and that Dr. C. C. Lucas be given authority to look after the affairs of the Department of Medical Research in Sir Frederick's absence.

Miss Emma Wilson, Library

To Miss Emma Wilson, an Assistant in the University Library, for a period of five weeks from 7th February, 1941, on account of illness.

Additional votes in University Press Estimates

Additional appropriations in the University Press as approved by the Printing and Publications Committee as follows:-

"Salaries - Publications Department"	-	\$500
"Purchases of Microscopes"	-	750

and the Board confirmed the Bursar's action in paying, with the approval of the President, the account of R. Hinch for microscopes, amounting to \$4,475, pending authorization of the above-mentioned additional appropriation.

Transfer  
in appro-  
priations  
for Civil  
Engineering:  
Surveying &  
Geodesy

A transfer of \$250 in the appropriations of the Department of  
Civil Engineering: Surveying and Geodesy, as follows:-

From "Summer Survey Camp - Repairs, Renewals and Maintenance"	- \$200	
"Supplies"	- 50	
To "Salaries"	-	\$250

Fees for  
Business  
Course

That a Business Course on "Accident Prevention" be established  
in the Department of University Extension and Publicity at a fee of  
\$5.00 for each individual student, or \$3.00 each if groups of five or  
more from the same organization enrol.

Request  
from Mar-  
garet Eaton  
School re  
Physical  
& Health  
Education  
Course

The President presented the following letter from  
Miss Florence A. Somers, Director of the Margaret Eaton School, in con-  
nection with the incorporation of the School into the new course of  
Physical and Health Education recently established in the University:-

"Mr. A. B. Fennell,  
Secretary of the Senate,  
University of Toronto,  
Toronto, Ont.

Dear Mr. Fennell:-

I wish to apply to the Senate of the University  
of Toronto for consideration of the question of incorporating The  
Margaret Eaton School into the new course of Physical and Health  
Education recently organized in the University.

A Committee from the School will be glad to  
meet with representatives of the Senate to answer any questions  
they may wish to ask regarding the school organization and curri-  
culum.

Very sincerely yours,

February 12, 1941.

(Sgd) Florence A. Somers"

After discussing the matter the Board authorized the  
Chairman to appoint a Committee to meet with representatives of the  
School, and this Committee was constituted as follows:-

The Chairman  
The Vice-Chairman  
The President

Approval  
for rural  
practice-  
teaching  
classes,  
Ontario  
College of  
Education

The President also presented a letter from Dean  
Althouse regarding provision of rural practice-teaching for the stud-  
ents enrolled in the Public School supplementary course at the Ontario  
College of Education, and the Board approved of the following recom-  
mendations in this connection which had been concurred in by the Min-  
ister of Education:-

Classes  
at Ontario  
College of  
Education  
(Cont'd)

- (1) that the rural school teachers whose names appear below be used as critic-teachers for the weeks of March 3rd and April 28th, 1941, and be paid at the rate of \$5.00 per week, the payments amounting to a total of \$50.00:  
Miss Mary Chapman, Brampton, Ont.  
Miss Mossie E. Wood, Brampton, Ont.  
Miss Helena Kime, Pickering, Ont.  
Mr. Elmo Harris, Whitby, Ont.  
Mr. S. A. Hazen, Whitby, Ont.
- (2) that the travelling expenses of the students to reach the rural schools be paid, the total not to exceed \$125;
- (3) that the two members of the staff supervising this rural practice teaching be paid actual out-of-pocket expenses and an allowance of 5¢ a mile of automobile travel, the total not to exceed \$50.00.

Alterations to  
Animal  
Quarters  
in the  
Banting  
Institute

The President read a letter from Dean Gallie reporting that after an inspection of the animal quarters in the Banting Institute, Mr. Wilson, chief executive officer of the Toronto Humane Society, had expressed great dissatisfaction with present conditions and that unless certain improvements were made he would take steps to have the animal house closed up. Dean Gallie outlined the changes suggested by Mr. Wilson but after consultation with the heads of the departments using these laboratories it was thought that the Society would be satisfied if the following equipment were added: larger cages for the larger animals, floor boards for all cages, and a new tank for sterilizing the cages. Upon motion of Hon. Dr. Bruce, seconded by Mr. Bryce, authority was given for an appropriation of the sum of Twelve Hundred Dollars (\$1,200) to cover the cost of the new equipment together with some other minor changes, the same to be charged to a new vote to be called "Banting Institute - Alterations, Animal Quarters".

Other communications were presented and dealt with as follows:-

Payment  
of salary  
to Dr. S.  
Levine

From Dr. Samuel Levine to Professor Burton as follows:-

"Professor E. F. Burton,  
Director, McLennan Laboratory,  
University of Toronto.

My dear Professor Burton:-

I was informed by the Bursar a few weeks ago that my employment at the University had been terminated by the Board of Governors. You may recall that you suggested that in the event of dismissal I would be paid an extra month's salary. In bringing this matter to your attention, I am thinking of my wife and child who are in need of financial assistance during my detention, since they have no source of income other than my own. I should be very grateful indeed if you would be kind enough to arrange the payment of the amount in question. If any difficulty associated with my conviction should arise, then it may be of use to consider that the decision of the first trial was not reached

Dr. S.  
Levine's  
case  
(Cont'd)

until the end of October and that I was continuing my research during October and November. My last cheque covered the month of September. President Cody appeared quite sympathetic when I spoke to him about a month's notice sometime in October.

I am continuing my research in geophysics in my spare time here. Notwithstanding my conviction I still maintain that my explanation to you of the circumstances surrounding the package of literature, which formed the basis of the charge, conforms to the truth. Hoping that you will consider my request favourably, I am,

Very truly yours,

(Sgd) Samuel Levine."

January 24, 1941.

Upon motion of Mr. McCarthy the Board approved of the payment of one month's salary to Dr. Levine, to be charged to the McLennan Laboratory Research Fund and to be paid temporarily from the monies provided by Mr. Lundberg; and it was suggested that the President might consult with Professor Burton as to whether any further consideration should be given to Levine and the method of dealing with the same if recommended.

Suggested  
changes  
in Geophysical  
Fund

From Professor Lachlan Gilchrist, Department of Physics, regarding the Geophysical Fund as follows:-

"The Hon. and Rev. H. J. Cody,  
President,  
University of Toronto.

Dear Mr. President:-

I enclose a memorandum containing a proposal for the use of the annual income on the Geophysical Fund with which I have been associated. The proposal has been submitted to Professor E. F. Burton, Professor C. R. Young, Chairman of the Committee in charge of the Department of Engineering Physics, Professor E. S. Moore of the Department of Geology, and Professor F. B. Kenrick of the Department of Chemistry, and they have indicated the acceptability of the proposal by their Departments.

Contributors to the Fund have also indicated their accord with any proposal for disposition of the income on the Fund which I wished to submit.

It is probable that through time there may be made considerable changes in the Courses of Study with which the scholarships may now be identified. I would suggest that the necessary changes in the award of the scholarships should be made having regard to the desirability of assisting promising students in Mathematical Physics, Engineering Physics, Geophysics and Physical Chemistry in the Departments given in the Memorandum.

If the proposal is acceptable to the University of Toronto I shall send you a cheque for \$2,500 to be added to the capital fund. It is probable that further contributions to the fund will be received.

Yours sincerely,

(Sgd) Lachlan Gilchrist,  
Professor of Physics."

February 11th, 1941.



Suggested  
changes  
in Geophy-  
sical Fund  
(Cont'd)

Memorandum re Geophysical Fund Scholarships

Proposal for the use by the University of Toronto of money received by Lachlan Gilchrist while engaged in Geophysical Research Work.

1. Available Funds

(a) Amount now in possession of the University of Toronto \$2,500 plus interest to date	\$2,500.00
(b) Amount available from a Trust Fund at the Royal Bank, Toronto	2,500.00
	<u>\$5,000.00</u>

11. Suggestions re the use of this Fund

- A. In the Faculty of Applied Science and Engineering:
  - (a) That the income on \$2,000.00 be used as a Scholarship to be awarded annually to the student in the Second Year in the Department of Engineering Physics who has obtained the highest standing at the examinations of the First and Second Years of this Department, provided that such student has obtained honour standing at the examinations of the Second Year.
- B. In the Faculty of Arts:
  - (a) That the income on \$1,500.00 be used as a Scholarship to be awarded annually to the student in the Second Year in the Honour Course of Physics and Geology who has obtained the highest standing at the examinations of the First and Second Years of this Course, provided that such student has obtained First Class Honour Standing at the examinations of the Second Year of this Course.
  - (b) That if in any year there is no student who has fulfilled the conditions required for the award of the Scholarship in II, B (a) this Scholarship be awarded to the student in the Second Year of the Honour Course of Physics and Chemistry who has obtained the highest standing at the examinations of the First and Second Years of this Honour Course provided that such student has obtained First Class Honour standing at the examinations of the Second Year of this Honour Course.
- A. (Cont'd):
  - (b) That the income on \$1,500.00 be used as a Scholarship to be awarded annually to the student in the Second Year in the Department of Engineering Physics, who elects to proceed in the Third Year in the option of Geophysics in this Department and who has obtained the highest standing at the examinations of the First and Second Years of this Department, provided that such student has obtained honour standing at the examinations of the Second Year.
  - (c) That if in any year there is no student who has fulfilled the conditions required for the award of the Scholarship in II, A (b) this Scholarship be awarded to the student in the Second Year who has obtained honour standing at the examinations of the second year and who has obtained the second highest standing at the examinations of the First and Second Years of the Department of Engineering Physics.

Note: - These two Scholarships may not be awarded to the same student.

Approval was given to the above recommendations, but before submitting same to the Senate it was ordered that Professor Gilchrist be notified that it would be necessary for him to obtain in writing from the donors to the fund held by the University their consent to

Geophysical  
Fund  
(Cont'd)

the proposed change, and also informed that the amount at the credit of the University fund at the present time is only \$2,363.35 and not \$2,500.00 as stated in his memorandum, as \$200 of the original \$2,500.00 had been transferred to the McLennan Laboratory Research Fund.

Graduates  
of University  
of Toronto in  
teaching  
profession

From the Director of the Department of University Extension and Publicity stating that occasionally some one remarks that graduates of this University are not as prominent in the teaching profession as are graduates of a certain other University, and submitting a list of our graduates holding outstanding positions in that profession, of which the Board was very pleased to be informed.

Approval  
of loan  
to Toronto  
Conservatory  
of Music

From the Secretary-Treasurer of the Toronto Conservatory of Music transmitting the following resolution passed at a meeting of the Conservatory Board on January 30th:-

"Whereas the concert organ and the two practice organs have fallen into a bad condition from constant use for many years and whereas the cost of rebuilding them, which is \$5,463.00, is a sum beyond our resources, therefore be it resolved that we request the Governors of the University to lend us this amount, free of interest, to be repaid in ten equal annual instalments."

Upon motion of Mr. Bryce, seconded by Mr. Burns, authority was given for the loan of the sum of Five Thousand Four Hundred and Sixty-three Dollars (\$5,463.00) to the Conservatory Board on the conditions as set out in the above resolution.

Change in  
Schedule  
insurance  
policies  
re Co-  
insurance  
clause

From Messrs. Irish & Maulson stating that they had secured from the Canadian Fire Underwriters' Association a concession providing for the 90% Co-Insurance Clause instead of the 100% Clause heretofore applicable to the policies under the General Schedule, on the understanding that the amount of insurance remain as at present.

Presentation  
by  
Prof. A.  
Baker of  
collection  
of  
"Byroniana"

From Principal Wallace reporting that the collection of "Byroniana" presented to the library of University College by Professor Alfred Baker was now in the East Hall of that building, and the Secretary was directed to convey to Professor Baker the sincere thanks of the Board for his generous donation.

Offer to  
purchase  
No. 152  
St. George  
Street

From Messrs. McWilliams & Broughall offering for sale on behalf of the Executors the property at No. 152 St. George Street at a price of approximately \$10,000.00, and the Secretary was directed to inform them that the University was not interested in acquiring this property.

Audited  
Accounts  
of Stu-  
dents'  
Adminis-  
trative  
Council

From the Secretary-Treasurer of the Students' Administrative Council transmitting a report on the audit of the books of the Council for the six months ending December 31st, 1940, and this report was approved by the Board.

Letter of  
acknow-  
ledgment  
from Mr.  
Axel  
Wenner-Cren

From Mr. Axel Wenner-Gren of Nassau, Bahamas, expressing heartfelt thanks for the Board's expression of appreciation of his donation of \$10,000.00 to the Geophysics Fund in the Department of Physics.

Letter of  
apprecia-  
tion from  
Research  
Enterprises  
re Prof.  
R.J. Mont-  
gomery's  
services

From Mr. W. E. Phillips, President of Research Enterprises, Limited, stating how greatly they were indebted to Professor R. J. Montgomery of the Department of Metallurgical Engineering for the valuable services rendered by him in their attempts to establish the production of Optical Glass in Canada.

Letter of  
apprecia-  
tion from  
National  
Research  
Council re  
work done  
by Super-  
intendent's  
Office  
staff

From Dean C. J. Mackenzie, Acting President of the National Research Council, Ottawa, complimenting the Superintendent of the University and one of his assistants, Mr. J. Shortreed, on the design and construction of a low temperature decompression chamber at the Eglinton Training School for the Aviation Medical Research Committee, which was considered by all those associated with it as an example of excellent engineering skill.

#### Donations

The following donations were reported and were accepted with thanks and appreciation:-

- \$25,000 as the twenty-third payment in connection with the Eaton Endowment Fund in Medicine.
- 2,400 as an additional grant from the National Foundation for Infantile Paralysis, New York, for work being conducted by Dr. D. Y. Solandt, Department of Physiology.
- 1,000 from the Ontario Mining Association for Electron Microscope work in the Department of Physics, to be credited to the McLennan Laboratory Research Fund.
- 500 as a further accountable advance from the National Research Council for Electron Microscope work in Physics.
- 125 as the second instalment of the Percy Hermant Matriculation Scholarship in University College.

Current  
Expendi-  
ture

The Bursar presented his statement, certified by the Auditor, of the expenditure made by him from the Accountable Warrant authorized on 9th January, 1941, and the same was laid on the table. Also his Estimate, under By-Law No. 20, of the amount

Current  
Expendi-  
ture  
(Cont'd)

required to defray Current Expenditure for the balance of the month of February and the first part of the month of March. Ordered that an Accountable Warrant for Two Hundred and Fifty Thousand Dollars (\$250,000) be issued to the Bursar.

Finance  
Committee  
Report

Report Number 139 of the Finance Committee was read as follows:-

The Finance Committee begs to report to the Board of Governors:-

Composite  
fees

1. In connection with the Cost-per-Student Report referred to it by the Board, your Committee recommends that approval be given to the Bursar's suggestion that in view of the extremely large number and variety of fees existing at the present time, which involve a tremendous amount of detail in clerical work and cause considerable confusion among both students and parents, there be established composite fees in the different faculties of the University; and that the proposed fees be prepared by the Bursar and the Registrar and presented to the Board for approval.

Action in connection with other financial matters covered in the report was deferred pending consultation by the President with the Committee appointed, at the instigation of the Minister of Education, to deal with questions pertaining to the Federated Colleges.

Invest-  
ments

2. Your Committee has considered the question of the investment of certain funds, referred to it by the Board, and It was moved by Mr. McCarthy,  
Seconded by Mr. Morrow,  
And Resolved -

That there be purchased approximately Two Hundred and Forty-five Thousand Dollars (\$245,000) of the proposed new issue of Province of Ontario Guaranteed Hydro-Electric Power Commission 3½% Bonds, due 15 February, 1954, @ 99.50, yielding approximately 3.30; and that the details for the completion of this transaction be left with the Chairman of the Finance Committee and the Bursar.

All of which is respectfully submitted.

(Sgd) Geo. H. Ross  
Chairman.

30th January, 1941.

The report was adopted with the exception of Clause 2 relating to investments which, in view of the withdrawal from the market of the proposed new issue of

Province of Ontario Guaranteed Hydro-Electric Power  
Commission 3½% Bonds, due 15 February, 1954, @  
99.50, yielding approximately 3.30

could not be acted upon; and the question of the purchase of other investments was deferred for further consideration.

Report of  
Health  
Service  
Committee

The following report of the Committee re Health Service of Students within the University was read as follows and upon motion of Hon. Dr. Bruce was approved:-



Report of  
Health  
Service  
Committee  
(Cont'd)

To the Board of Governors,  
University of Toronto.

Gentlemen:-

Your Committee begs to report that it held a meeting on Thursday, February 13th, 1941, at which the following were present:-

The Chairman	Dr. Anderson
The President	Dr. Ryerson
Hon. Dr. Bruce (Convener)	The Bursar

At this meeting consideration was given to the attached report, presented by Dr. Ryerson, of a Special Committee appointed by the Council of the Faculty of Medicine to investigate and report on a proposal regarding the University Health Service, and your Committee begs to recommend that this report be adopted with the following revisions:-

Sickness or Injury - (page 1):

The deletion of the last sentence in the last paragraph which reads: "If deemed advisable, arrangements for surgical treatment at a hospital will be made for the student."

Health Education - (page 1):

The addition of the following words at the end of the first paragraph: "Health Service to work in close co-operation with the Athletic Association."

The insertion of the word "annually" after the figure \$5.00 in the last line of the second paragraph.

Composite Student Activity Fee - (page 2):

The insertion of the words "in the Faculty of Medicine" after the word "diploma" in the second line of the second paragraph.

With reference to the last two pages of the report, the proportionate distribution of Composite Student Activity Fee is for the guidance of the Bursar's Office only and will not be published in the Calendar; and your Committee also recommends that the matter of the Estimates for University Health Service be deferred.

All of which is respectfully submitted.

13th February, 1941.

(Sgd) H. A. Bruce  
Chairman.

In approving of the report of the Committee the Board was of the opinion that steps should be taken to make the Health Service and Special fee applicable to all students of other faculties and departments.

Additions  
to person-  
nel of  
Health Ser-  
vice Commit-  
tee

In view of the two vacancies occurring on the Committee re Health Service, Mr. LaBine and Mr. Burns were added to the personnel of that Committee.

Proxy for  
Annual Meet-  
ing of St.  
Lawrence  
Corporation

Authority was given for the Chairman and the Bursar to sign the form of proxy for the Annual General Meeting of the St. Lawrence Corporation, Limited, to be held in Montreal on February 24th, 1941.



President's  
Annual  
Report

In connection with the Annual Report of the President for the year ending 30th June, 1940 -

It was moved by the Chancellor,  
Seconded by Hon. Dr. Bruce,  
And unanimously Resolved,

That the compliments of the Board be and they are hereby extended to the President for the splendid manner in which the report is prepared, which gives a very clear and comprehensive outline of the work now being carried on in the

98-1  
UNIVERSITY OF TORONTO

February 10, 1941.

THE FOLLOWING IS PRESENTED AT THE REQUEST OF THE PRESIDENT:-

REPORT OF A SPECIAL COMMITTEE appointed by the Council of the Faculty of Medicine to investigate and report on a proposal regarding the University Health Service;-

The report of this Committee which the Faculty approved on March 20th, 1939, was considered by a Committee of the Board of Governors,, their decision being that no action be taken at the present time, but that the Committee of the Faculty of Medicine be continued for the consideration of the Health Service at some future date. This Committee met on February 6th, and begs to recommend the inclusion in the Calendar of the following description of the functions now being performed by the Director and Medical Adviser for Women of the University Health Service.

UNIVERSITY HEALTH SERVICE

The University Health Service conducts the medical examination of students to determine whether or not their physical condition is such that they may attend the required Physical Education courses and that they may participate in athletic sports and games. Should the findings at the initial examination reveal any condition, the nature of which requires the opinion of a Specialist to decide, the student will be examined by a Consultant. Should the examination disclose evidence of a condition for which medical treatment is indicated, the student will be advised to consult his own family physician or other doctor of his own choice. Should the examination reveal any postural defect or other condition for which special exercises are considered advisable, arrangements for them will be made by cooperation between the Health Service and the Director of Physical Education.

Sickness or Injury: Any student with a minor ailment or who is taken ill or is injured on University grounds or premises, will be given advice or first aid treatment by the Health Service.

Any student may consult the Health Service for medical advice during stated hours.

Any student who is injured during University Athletic games or sports will be provided with an examination, advice and first aid treatment. If deemed advisable, arrangements for surgical treatment at a hospital will be made for the student.

Health Education: The University Health Service will give a course of lectures to students in the first and second years, on the maintenance and promotion of health and the prevention of disease.

The Committee recommends that in determining the total amount of the Composite fee to be paid by each student, the sum of approximately \$5.00 be included for the University Health Service.

(Con)

Report of  
Health  
Service  
Committee  
(Cont'd)

To the Board of Governors,  
University of Toronto.

Gentlemen:-

Your Committee begs to report that it held a meeting on Thursday, February 13th, 1941, at which the following were present:-

The Chairman	Dr. Anderson
The President	Dr. Ryerson
Hon. Dr. Bruce (Convener)	The Bursar

At this meeting consideration was given to the attached report, presented by Dr. Ryerson, of a Special Committee appointed by the Council of the Faculty of Medicine to investigate and report on a proposal regarding the University Health Service... and your Com-

Additions  
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Health Ser-  
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Proxy for  
Annual Meet-  
ing of St.  
Lawrence  
Corporation

President's  
Annual  
Report

In connection with the Annual Report of the President for the year ending 30th June, 1940 -

It was moved by the Chancellor,  
Seconded by Hon. Dr. Bruce,  
And unanimously Resolved,

That the compliments of the Board be and they are hereby extended to the President for the splendid manner in which the report is prepared, which gives a very clear and comprehensive outline of the work now being carried on in the

2.

98-2

EXCERPT FROM THE REPORT OF THE COMMITTEE ON CALENDAR, APPROVED  
BY THE FACULTY COUNCIL ON FEBRUARY 7th, 1941;-

4. Composite Student Activity Fee: Every man in attendance proceeding to an undergraduate degree or diploma in the Faculty of Medicine, is required to pay to the Bursar on or before October 10th, a composite fee for the maintenance of Hart House, the Students' Administrative Council, Athletics, University Health Service, Physical Education, the Medical Society.

Every woman in attendance proceeding to an undergraduate degree or diploma in the University is required to pay to the Bursar on or before October 10th, a composite fee for the maintenance of the Students' Administrative Council, Athletics, University Health Service, Physical Education, the Medical Society and the Women's Undergraduate Association.

6. The Calendar of the Faculty of Medicine contains no description of the functions performed for the students by the Director of the University Health Service and the Medical Adviser for Women Students, other than that under Physical Training, that the student must first undergo a medical examination by the Director or Medical Adviser of the University Health Service, and must then register for Physical Training, and for women students, "This examination will include an intracutaneous tuberculin skin test", and under Composite Fee, viz., "a composite fee for the maintenance of Hart House, the Students' Administrative Council, Athletics, Men's Medical Examination and Physical Training, and the Medical Society".

Sections appear in all Calendars describing the functions and facilities provided for the students by Hart House, the Students' Administrative Council, Athletics and the Medical Society, but no description is given of the services provided by the University Health Service.

The following outline of the functions now being performed by the Director and Medical Adviser of the University Health Service is proposed for inclusion in the Calendar:

(as presented on previous page)

PHYSICAL TRAINING

The Section in the Calendar on "Physical Training" now appears under the heading "General Information for Students", and is followed by the section on Discipline. It is suggested that in introducing a Composite Student Activity Fee, this section should appear along with Hart House, Students' Administrative Council, Athletics and University Health Service, as part of the fee is assigned for paying the staff at Hart House for Physical Education.

The Director of Physical Education for Men has suggested that the heading Physical Training be changed to Physical Education in order that the broader conception of the purpose of the course he gives may be realized by the student.

This title is the one in use in the description of courses in the primary and secondary schools of the Province. The section would then read as follows:

Report of  
Health  
Service  
Committee  
(Cont'd)

To the Board of Governors,  
University of Toronto.

Gentlemen:-

Your Committee begs to report that it held a meeting on Thursday, February 13th, 1941, at which the following were present:-

The Chairman  
The President

Hon. Dr. Bruce (Convener)

Dr. Anderson

Dr. Ryerson

The Bursar

At this meeting consideration was given to the attached report, presented by Dr. Ryerson, of a Special Committee appointed by the Council of the Faculty of Medicine to investigate and report

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Proxy for  
Annual Meet-  
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Lawrence  
Corporation

President's  
Annual  
Report

In connection with the Annual Report of the President for the year ending 30th June, 1940 -

It was moved by the Chancellor,  
Seconded by Hon. Dr. Bruce,  
And unanimously Resolved,

That the compliments of the Board be and they are hereby extended to the President for the splendid manner in which the report is prepared, which gives a very clear and comprehensive outline of the work now being carried on in the

98-4

4.

PROPORTIONATE DISTRIBUTION OF COMPOSITE

98-3

3.

PHYSICAL EDUCATION

By order of the Board of Governors each man proceeding to a degree or diploma must take Physical Education during the first and second years of his attendance. In each session in which Physical Education is compulsory, he must first undergo a medical examination by the Health Service and must then register for Physical Education with the Director of Physical Education for men at Hart House. Students of all years who wish to take part in any form of athletics or physical exercise, must first undergo a medical examination by the Health Service.

Each woman proceeding to a degree or diploma shall be required, during the first year of her attendance, to take Physical Education work following upon an examination by the Health Service. This examination will include an intra-cutaneous tuberculin skin test. Students who give a positive reaction to this test will be required to have an x-ray of the chest, the nominal charge for which must be met by the student. The women students registered in Victoria, Trinity and St. Michael's Colleges are under the direction of their respective colleges with respect to Physical Education.

Total..... \$30.00

WOMEN STUDENTS

- |  |      |
|--|------|
| 1. Students' Administrative Council.....               | 3.00 |
| (To compensate for \$6.00 now paid in graduating year) |      |
| 2. Athletic Association.....                           | 3.00 |
| 3. University Health Service.....                      | 5.00 |
| 4. Physical Education.....                             | 3.00 |
| 5. Faculty or College Society.....                     | 4.00 |
| 6. Women's Undergraduate Association.....              | 2.00 |

Total..... \$20.00



Report of  
Health  
Service  
Committee  
(Cont'd)

To the Board of Governors,  
University of Toronto.

Gentlemen:-

Your Committee begs to report that it held a meeting on Thursday, February 13th, 1941, at which the following were present:-

The Chairman  
The President

Dr. Anderson  
Dr. Ryerson  
The Bursar

Hon. Dr. Bruce (Convener)

At this meeting consideration was given to the attached report, presented by Dr. Ryerson, of a Special Committee appointed by the Council of the Faculty of Medicine to investigate and report

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President's  
Annual  
Report

In connection with the Annual Report of the President for the year ending 30th June, 1940 -

It was moved by the Chancellor,  
Seconded by Hon. Dr. Bruce,  
And unanimously Resolved,

That the compliments of the Board be and they are hereby extended to the President for the splendid manner in which the report is prepared, which gives a very clear and comprehensive outline of the work now being carried on in the

98-4

4.

PROPORTIONATE DISTRIBUTION OF COMPOSITE

STUDENT ACTIVITY FEE OF \$30.00

FOR MEN AND \$20.00 FOR WOMEN

(Proposed by Assistant Dean in Faculty of Medicine)

For guidance of Bursar's Office  
Not published in Calendar.

MEN STUDENTS

1. Hart House.....	\$12.00
2. Students' Administrative Council.....	3.00
(To compensate for \$6.00 now paid in graduating year)	
3. Athletic Association.....	3.00
4. University Health Service.....	5.00
5. Physical Education.....	3.00
6. Faculty or College Society.....	4.00
Total.....	<u>\$30.00</u>

WOMEN STUDENTS

1. Students' Administrative Council.....	3.00
(To compensate for \$6.00 now paid in graduating year)	
2. Athletic Association.....	3.00
3. University Health Service.....	5.00
4. Physical Education.....	3.00
5. Faculty or College Society.....	4.00
6. Women's Undergraduate Association.....	2.00
Total.....	<u>\$20.00</u>

Report of  
Health  
Service  
Committee  
(Cont'd)

To the Board of Governors,  
University of Toronto.

Gentlemen:-

Your Committee begs to report that it held a meeting on Thursday, February 13th, 1941, at which the following were present:-

The Chairman  
The President

Hon. Dr. Bruce (Convener)

Dr. Anderson  
Dr. Ryerson  
The Bursar

At this meeting consideration was given to the attached report, presented by Dr. Ryerson, of a Special Committee appointed by the Council of the Faculty of Medicine to investigate and report on a proposal regarding the University Health Service Committee here to

Additions  
to person-  
nel of  
Health Ser-  
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Proxy for  
Annual Meet-  
ing of St.  
Lawrence  
Corporation

President's  
Annual  
Report

In connection with the Annual Report of the President for the year ending 30th June, 1940 -

It was moved by the Chancellor,  
Seconded by Hon. Dr. Bruce,  
And unanimously Resolved,

And unanimously Resolved, That the compliments of the Board be and they are hereby extended to the President for the splendid manner in which the report is prepared, which gives a very clear and comprehensive outline of the work now being carried on in the various departments of the University.

ESTIMATES FOR UNIVERSITY HEALTH SERVICE

(Proposed by Assistant Dean in Faculty of Medicine)

Director of University Health Service (Full time).....	\$5,000.
Physician (Full time) for mon.....	3,600.
Medical Advisor for Women Students (part time).....	2,400.
Physician (Part time) for women.....	1,000.
Surgeon Consultants (Athletics) 2 at \$200.....	400.
Surgeon (Athletics) (Part time).....	600.
Physicians (Part time for medical examination of students) 12 at \$200.....	2,400.
Consultants (when recommended)	
Cardiovascular conditions	2
Chest conditions	1
Skin conditions	1
Mental conditions	1
Orthopaedic conditions	1
Eye conditions	1
Ear, nose and throat conditions	1
approximately.....	800.
Office Assistants	
Men (2).....	2,000.
Women (1).....	1,200.
General Expenses	
Office supplies.....	1,000.
Medical equipment.....	-
Laboratory examinations (urine, blood, etc.).....	600.
Total.....	<u>21,000.</u>

Report of  
Health  
Service  
Committee  
(Cont'd)

To the Board of Governors,  
University of Toronto.

Gentlemen:-

Your Committee begs to report that it held a meeting on Thursday, February 13th, 1941, at which the following were present:-

The Chairman	Dr. Anderson
The President	Dr. Ryerson
Hon. Dr. Bruce (Convener)	The Bursar

At this meeting consideration was given to the attached report presented to the Committee.

Additions  
to personnel of  
Health Service  
Committee

Proxy for  
Annual Meeting of St  
Lawrence  
Corporation



President's  
Annual  
Report

In connection with the Annual Report of the President for the year ending 30th June, 1940 -

It was moved by the Chancellor,  
Seconded by Hon. Dr. Bruce,  
And unanimously Resolved,

That the compliments of the Board  
be and they are hereby extended to the President for the splendid  
manner in which the report is prepared, which gives a very clear  
and comprehensive outline of the work now being carried on in the  
various departments of the University.

The meeting adjourned at 5:45 p. m.

*Indefatigable*  
*M. B.*

Minutes confirmed.

Feb. 27 E/941

*Samuel H. H. H. H. H.*

Chairman.



Minutes of the meeting of the Board of Governors held  
in the Board Room, Simcoe Hall, on Thursday, February 27th, 1941, at  
4 p. m.

Present -

The Chairman (Dr. Macdonald)	Mr. LaBine
The Vice-Chairman	Mr. Ross
The Chancellor	Mr. Young
The President	Mr. Osler
Mr. Neilly	Dr. Anderson
Mr. Bryce	Mr. McCarthy
Mr. Morrow	Chief Justice Rose
Mr. Burns	

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the  
Secretary reported that he had been informed on behalf of the following  
members that they would be unable to attend:-

Hon. Dr. Bruce	Hon. Dr. Kelly
Mr. Duncan	Mr. Rogers

Resolu-  
tion on  
death of  
Sir Fred-  
erick  
Banting,  
K.B.E.

In connection with the tragic death of Sir Frederick  
Banting, K.B.E.,

It was moved by the Rt. Hon. Sir William Mulock, K.C.M.G., LL.D.,  
Seconded by Hon. Leighton McCarthy, K. C.,

And Carried -

That the members of the Board place on record  
their sense of the irreparable loss sustained by this University  
and by the whole world of science through the death of Major Sir  
Frederick Banting, K.B.E., Professor of Medical Research in our  
Faculty of Medicine, in the discharge of a "dangerous duty".

In 1922 from Toronto was announced the result  
of his researches which issued in the discovery of Insulin, that  
great palliative of diabetes. To the group of workers who were  
closely associated with him in the development of Insulin he always  
made generous acknowledgment. This epoch-making discovery was only  
the beginning of a long series of investigations. He added to our

Resolu-  
tion re  
Sir Fred-  
erick  
Banting  
(Cont'd)

knowledge of the suprarenal cortex; he gained a deserved reputation in the field of the actiology of cancer; he investigated the physiology of drowning and methods of resuscitation; he facilitated studies in the cause and prevention of silicosis. Since the war began he devoted himself entirely to the problems of aviation medicine.

He was possessed of the instinct for research, a boundless curiosity to know the meaning of things and a desire to extend the boundaries of knowledge, an imagination which could frame a hypothesis, and a dogged determination to subject his hypothesis to verification by experiment. He was not only a great research worker, but the founder and inspirer of a whole group of younger research workers. He combined in himself qualities rarely found together - marked scientific ability and winsome personality. Those who worked with him not only trusted but loved him.

He was the first incumbent of the Banting-Best Chair of Medical Research in this University. The honour of Knighthood was bestowed upon him, and he received the blue ribbons of scientific attainment by being elected a member of the Royal Society of London and by winning a Nobel Prize.

He was a man of singular simplicity and straightforwardness of character, modest, unselfish, kindly, ready to encourage and to help another, generous in thought and action, an indefatigable worker.

He brought fame to this University throughout the world. He has left as his monuments, a great department of medical research, a group of enthusiastic investigators, and the gratitude of myriads who owe to him the prolongation of life and usefulness.

To his widow the members of the Board of Governors offer their profound sympathy.

The Bursar undertook to have a copy of this resolution specially prepared in his office and forwarded to Lady Banting.

The minutes of the last meeting were read and confirmed.

Arising out of the minutes the following matters were dealt with:-

Appointment of  
Dean of  
Forestry

The salary attached to the appointment of Professor G.G. Cosens as Dean of the Faculty of Forestry was fixed at \$6,000 per annum, this appointment to date from 1st August, 1941.

Letter of thanks  
from Dr.  
S. Levine

The Bursar reported that he had received from Dr. S. Levine an acknowledgment, with many thanks, of the recent cheque sent to him in payment of one month's additional salary.

Letter of thanks  
from Conservatory  
of Music  
re loan

The Bursar also reported the receipt of a letter from the Secretary-Treasurer of the Toronto Conservatory of Music conveying the appreciation of their Board for the action of the University Board in granting them a loan of \$5,463.00 for the re-building of their organs.

Letter from Trinity  
College re Health  
Service of  
Students

The Chairman read a letter from Provost Cosgrave of Trinity College acknowledging receipt of the report of the Special Committee of the Faculty of Medicine re Health Service of Students, as amended at the last meeting of the Board, and stating that they would be glad to co-operate in every way possible in extending this service to all students of the University.

Appointments

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

For the Session 1940-41

Faculty of Arts:

Chemistry:

Assistants for March, April & June:

R. C. Langille } vice R. F. Donohue, resigned \$41 per mo.  
D. S. Russell }

The above appointment of D. S. Russell amends the previous one (vide folio 277, Minute Book No.1) by making the remuneration \$448.

School of Hygiene:

Physiological Hygiene:

Part-time Associates:

C. L. Burke - January and February \$84 per mo.  
C. J. Countryman - 1 Feb. to 30 June \$58.50 " "

Faculty of Dentistry:

J. Wallace Graham - Associate for duration of war (vice Dr. D. M. Tanner) \$50.



Appoint-  
ments  
(Cont'd)

Department of University Extension & Publicity:

Course in Aerial Navigation:

A. E. Candy	- 10 lectures, Airport Regulations and Despatching	\$100
Radio College of Canada	- 20 hours' additional instruction	100
W. Easson Brown	- 3 lectures on Health	30

Business Courses:

"Canadian Economy and the War":		
V. F. Coe	- final lecture	10
	travelling expenses (estimated)	50

Evening Tutorial Classes:

"Evening Class in Social Science":		
Stuart K. Jaffary	- Social Science	80
Attendance at Evening Tutorial Classes:		
Miss V. E. Nicoll		

Institute of Child Study:

for the Session:

G. V. Fisk	- Research Assistant in Dentistry	150
Miss J. Rea	- Nursery School Assistant	100
Miss M. Wright	- Assistant	50
Miss G. Evans	- Office Assistant	350

for the Easter Term:

Mrs. Nellie I. Chant	- Instructor	500
Mrs. F. Lily Johnson	- "	500

additional for 1940-41:

Miss M. Fletcher	- Principal	from \$1,300 to 1,400
Miss J. Gillies	- Asst. Secretary	" 900 " 1,000
Miss M. Carey	- Assistant	" 75 " 100

Special Research:

Banting: Medical Research:

E. C. Black	- Research Assistant, 1 Apr. to 30 Sept.	\$250 per mo.
C. Cassie	) Technicians, 15 Mar. to 30 June	55 " "
A. Loughheed	)	60 " "

Psychiatric Research:

additional remuneration (vide folio 51):

R. Myers	- In charge of Psychiatric Research,	
	from \$200 to \$300	
Miss H. Algie	- Social Worker	1,400 " 1,500
Miss L. Gillespie	- Stenographer	" 900 " 975
Miss E. Gifford	- Psychologist	" 1,300 " 1,400
Miss P. Tancock	- Occupational Therapist	" 1,200 " 1,300

Engineering:

I. W. Smith	- Research Assistant, Mechanical Engineering, May & June	\$165 per mo.
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Other recommendations by the President were approved

as follows:-

Continuation of salary of Sir Frederick Banting to widow

That the salary of the late Sir Frederick Banting be continued to his widow until 30th June, 1941; and regarding the authority granted to Dr. C. C. Lucas to look after the affairs of the Department of Medical Research during Sir Frederick's leave of absence the Board re-affirmed its previous decision in this connection.

Resignation of Miss J.I. Simpson

Resignations:

From Miss Jean I. Simpson, an Assistant Professor in Household Science, effective at the close of the present academic year 1940-41, in

Resigna-  
tion of  
Miss J.I.  
Simpson  
(Cont'd)

view of her appointment on the faculty of the University of Illinois; and in accepting this resignation the Board expressed extreme regret and an appreciation of Miss Simpson's valuable services while on the staff here.

Resigna-  
tion of  
Dr. W. S.  
Anderson;  
appoint-  
ment of  
Dr. Sodero

From Dr. W. S. Anderson, Assistant Resident Fellow in the Department of Surgery, effective 31st December, 1940; and approval was given to the appointment of Dr. C. C. Sodero to replace Dr. Anderson for the Easter Term 1941, with an honorarium of \$300 per annum.

Resigna-  
tion of C.  
E. Lingren,  
with full  
salary for  
February

From Mr. C. E. Lingren, a part-time Instructor in the Department of Engineering Drawing, effective 14th February, 1941, in order to assume another teaching post in Hamilton; and approval was given to the payment of Mr. Lingren's full salary for the month of February.

Leave for  
war service  
to Dr. F.  
B. Thomson

Leave of absence to Dr. F. B. Thomson, Assistant Resident Fellow in the Department of Surgery, from 1st February, 1941, for the duration of the war.

Additional  
vote of  
\$100 in  
President's  
Office

An additional appropriation of \$100 for the President's Office under "Office Supplies, Postage, Printing and Incidentals".

Transfer  
in Physi-  
ology

A transfer of the unexpended balance, viz: \$933 (approximately) in the "Salaries" appropriation of the Department of Physiology to the appropriation for "Supplies and Apparatus".

Transfer  
in Engin-  
eering  
Research

Also a transfer of \$330 from the "Expense" account to the "Salaries" account in the Research appropriations of the Department of Mechanical Engineering.

Fee for  
course in  
Social  
Science

The establishment of a new Evening Class in Social Science under the Department of University Extension and Publicity at a fee of \$3.00 per student.

Revised  
budget of  
Institute  
of Child  
Study

The President presented the following revised budget of the Institute of Child Study for the year 1940-41, and the Board concurred in his recommendation that this budget be adopted:-

Revised  
budget of  
Institute  
of Child  
Study for  
1940-41  
(Cont'd)

ExpenditureIncomeSTAFF:

Dr. W.E. Blatz	Dir.	\$2,500	part	School Fees	\$3,300
Miss M. Poppleton	Sec'y	1,600		Occ. Ther. (Ext)	200
xMrs. N. Chant	Instr.	800	"	Spec. Fees	900
#Miss M. Fletcher	Princ.	1,400			4,400
Miss D. Millichamp	Asst. Dir.	1,500	"		
xMrs. F.L. Johnson	Instr.	800	"	Carnegie	5,500
K. S. Bernhardt	Asst. Dir.	700	"	Carnegie (Jan. 3/41)	4,500
#Miss J. Gillies	Asst. Sec'y	1,000		Premium	450
Miss H. Shepherd	Research	1,000		Dept. Educ. O.C.E.	4,000
Miss B. Gage	N.S. Asst.	600		Dept. Educ. Normal	
Mrs. G. Kirkpatrick	Diet'n	350	"	School	1,000
Miss J. Rea	N.S. Asst.	100	"		
Miss G. Evans	Off. Asst.	350			\$19,850
Dr. G. V. Fisk	Dental Res.	150			
Assistants: Miss M. Casey		100			
Miss K. Cassels		25			
Miss P. Duff		100			
Dr. M. Northway		300			
Miss M. Wright		50			
			13,425		
Equipment and supply		2,600			
Attendants		1,300			
Printing		150			
			4,050		
Superintendent's Department			1,400		
			18,875		
Reserve			975		
			\$19,850		
x restoration of amount of usual salary					
# special increase of \$100					

Univer-  
sity Col-  
lege  
Scholar-  
ships

Approval was given to the following recommendations from Principal Wallace regarding scholarships in University College, which were concurred in by the President:-

- (1) that the Deborah Assembly Chapter No. 5 Rainbow for Girls Bursary be awarded to Miss K. J. Seath;
- (2) that the conditions of award of the McCaul Scholarship be - "the value of the interest on \$2,500 awarded for the highest aggregate in Latin and Greek, and may be held in conjunction with any other University College Scholarship".
- (3) that the McLean and Gertrud Davis Fellowship be not awarded in the present year but that the Reuben Wells Leonard Fellowship be awarded.

Bursary  
award in  
School of  
Nursing

A bursary award of \$200 was authorized to Miss Jessie Shortreed enrolled in the Third Year of the School of Nursing, as recommended by the Undergraduate Bursary Fund Committee of the School and concurred in by the President.

Remission  
of tuition  
fee re Na-  
tional Re-  
search  
Council

In order to conform to the requirements of the National Research Council in awarding a bursary only if the University at which it will be held will waive the tuition fee, the Board approved of the

National  
Research  
Council  
Bursaries  
(Cont'd)

President's recommendation that a remission of the tuition fee be granted to Gordon S. Myers and David M. Baird, both of Fredericton, N.B., who had applied for admission to the School of Graduate Studies under such a bursary.

Other communications were presented and dealt with as follows:-

Early closing of Session at O.C.E. and exemption from final examinations, etc.

From the Registrar transmitting a recommendation from Dean Althouse, already concurred in by the Senate and the Minister of Education, that in order to co-operate with the Provincial Government in releasing students for war industry, etc., the Session at the Ontario College of Education end on May 31st; that exemption from final examinations be granted to certain students whose progress during the Session had been satisfactory; and that such students be released from attendance at the College on May 15th. The Board approved of these arrangements as outlined.

Archibald  
Gilchrist  
Bequest,  
Botany

Also from the Registrar forwarding a recommendation of the Senate in connection with the Archibald Gilchrist Bequest in Botany, viz: that the interest on the sum of \$700 already received from the Executors of the Estate, which it is expected will be approximately \$20, be used for the annual award of the Isabella Moffat Gilchrist Prize under the conditions set forth in Sections 1 to 5 inclusive of Statute No. 1311 passed by the Senate on 14th February, 1936. The Board approved of these recommendations.

Enquiry from Hydro-Electric Power Commission re necessity for frontage license

From the Hydro-Electric Power Commission of Ontario enquiring if it was necessary for the Commission to acquire the right of ingress and egress to and from the Commission-owned properties abutting University Avenue, and if such were the case to advise the source of authority for the same. The Secretary was directed to consult the University Solicitor in connection with the form of reply to be sent.

Toronto  
Conservatory  
of Music  
Budget for  
1941-42

From the Secretary-Treasurer of the Toronto Conservatory of Music transmitting the 1941-42 budget of the Conservatory together with the following resolution:-

"That in conveying the budget of the Conservatory for twelve months July 1, 1941, to June 30, 1942, and the accompanying report, to the Board of Governors of the University of Toronto, the Chairman request the University to grant us the sum of \$12,399 to cover the estimated deficit as shown in that budget."

This matter was referred to the Finance Committee for consideration.



Insurance  
report by  
Irish &  
Maulson

From Messrs. Irish & Maulson enclosing an Insurance Report in connection with University properties made by their Chief Engineer, and the Board was informed by Dr. Gibson, Chairman of the Property Committee, that the Superintendent was proceeding to carry out the suggestions contained in this report.

Donations

The following donations were reported and were accepted with thanks and appreciation:-

- \$5,000 from the Department of National Defence representing one-half of their grant of \$10,000 for the tuition fees of 50 students enrolled in the three months' Navy Technical Course.
- 500 offered by the Imperial Oil Company to continue their Graduate Fellowship for the year 1941-42.
- 500 for work on Cockpit Lighting in the Department of Physiology under Dr. D. Y. Solandt.
- 400 as a further advance for Chemical Warfare research under Dr. C. C. Lucas of the Department of Medical Research.
- 300 representing a further grant for Aviation Research in Psychology under Dr. E. A. Bott.

Deputation  
to Govern-  
ment

The Chairman reported that on February 26th the following deputation from the Board had waited upon the Minister of Education, the Hon. Dr. McArthur:-

The Chairman (Dr. Macdonald)  
The President  
Mr. Ross

Mr. Morrow  
The Bursar

At this meeting the Chairman pointed out to the Minister that the deficit for 1940-41 would not likely be as great as anticipated, but explained the necessity for assistance from the Government to take care of some of the total accumulated deficit. The Minister informed the deputation that he realized the situation that existed and that he would give his serious consideration to the same.

Congratu-  
lations to  
Mr. L.  
McCarthy  
on his  
appointment  
to Washing-  
ton

Upon motion of the Vice-Chairman, seconded by Mr. Morrow, sincere congratulations were extended to Mr. Leighton McCarthy upon his appointment to the important post of Canadian Ambassador to Washington; and while the Board realized that this would probably mean Mr. McCarthy's absence from the meetings from time to time they were proud of the fact that it was one of their members on whom this high honour had been bestowed, and they expressed their best wishes for his success and happiness in his new duties.



Summary of  
enlist-  
ments for  
war service

The President presented the following summary of en-  
listments for war service according to faculties or departments:-

Faculty of Arts .....	6
Faculty of Medicine .....	58
Faculty of Applied Science and Engineering .....	7
Faculty of Dentistry .....	3
Administration .....	8
Sundries .....	<u>7</u>

Total - 89

Possible  
memorial  
to Sir  
Frederick  
Banting

The President also presented a letter from Mr. Victor  
Goggin, President of the Maple Leaf Fund, Inc. of New York, regarding  
the possible establishment of a memorial to the late Sir Frederick  
Banting in the form of medical aid to Britain, and this matter was re-  
ferred to the President for his consideration.

Members  
of Board  
attending  
Sir Fred-  
erick's  
funeral

In connection with the arrangements for the funeral  
of Sir Frederick, the President suggested that the following members  
represent the Board among the principal mourners on that occasion, to  
which approval was given:-

The Chancellor	Mr. Morrow
The Chairman	Mr. Neilly
The President	Mr. Duncan

The meeting adjourned at 5:50 p. m.

*Indefinite  
S. B.*

Minutes confirmed.  
March 18, 1941

*James Macdonald*  
Chairman.



Minutes of the meeting of the Board of Governors held  
in the Board Room, Simcoe Hall, on Thursday, March 13th, 1941, at 4 p.m.

Present -

The Chairman (Dr. Macdonald)	Mr. Morrow
The Chancellor	Hon. Dr. Kelly
The President	Mr. Ross
Mr. Burns	Mr. Neilly
Mr. Osler	

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the  
Secretary reported that he had been informed on behalf of the following  
members that they would be unable to attend:-

Dr. Gibson	Mr. LaBine
Hon. Dr. Bruce	Mr. Rogers
Dr. Anderson	Mr. Duncan
Chief Justice Rose	Mr. Bryce

The minutes of the last meeting were read and confirmed.

Arising out of the minutes the following matters were  
dealt with:-

Resolution  
re late Sir  
Frederick  
Banting

At the suggestion of the Chancellor the Secretary was instructed  
to have as much publicity as possible given to the resolution regarding  
Sir Frederick Banting which was passed by the Board at its last meeting.

University  
to commem-  
orate anni-  
versary of  
Sir Freder-  
ick's death

It was moved by the Rt. Hon. Sir William Mulock, K.C.M.G., LL.D.,  
Seconded by the Hon. H. J. Cody, LL.D.,

And unanimously Resolved -

That the University of Toronto  
shall ever mark the anniversary of the death of Sir Frederick  
Banting by some action commemorative of his service to humanity  
in the discovery of Insulin.

Notice of  
motion re  
Standing  
Committee  
for above  
commemora-  
tion

In connection with the foregoing resolution the Chancellor gave  
the following notice of motion:-

That a Standing Committee of the Board be and  
the same is hereby established, to be composed of four of its  
members to co-operate with four members of the Faculty of Med-  
icine in giving effect to the resolution of the Board commem-  
orative of the death of Sir Frederick Banting.

Appointment of Special Committee to consider a suitable recognition of work of Sir Frederick Banting

In order to familiarize the members of the Board with the details in connection with the various funds that had been established since the discovery of Insulin, the Bursar gave an explanation of the conditions under which these funds had been developed and the agreements pertaining thereto, and the following Special Committee was thereupon appointed to consider a suitable recognition of the work of the late Sir Frederick Banting and various matters which had arisen as a result of his death:-

Mr. Morrow (Chairman)  
The Chancellor  
The Chairman  
The President  
Mr. Neilly

Continuation of Sir Frederick's salary to his widow

Regarding the continuation of the University salary of the late Sir Frederick to his widow, upon motion of Mr. Ross the Board authorized that this payment be made on the basis of Sir Frederick's full-time salary, viz: \$5,000 per annum, to be paid to Lady Banting in monthly instalments from 1st March to 30th June, 1941.

Transfer of Government grants in Sir Frederick's name to Dr. C.C. Lucas

The Bursar reported that he had informed Dean C. J. Mackenzie, Acting President of the National Research Council, that in accordance with the Board's authority Dr. C. C. Lucas would continue to look after the affairs of the Department of Medical Research, and as a result Dean Mackenzie had given instructions that the Council's grants in the name of Sir Frederick Banting would be transferred to Dr. Lucas for the Government's fiscal year ending on 31st March.

Letter of thanks from Hon. Leighton McCarthy

Also arising out of the minutes there was read a letter from Hon. Leighton McCarthy expressing many thanks for the Board's congratulations upon his appointment as Canadian Minister to the United States.

Appointments

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

Appoint-  
mentsFor the Session 1940-41Faculty of Arts:Physics:

Demonstrators for March and April:

Mrs. Dorothy Elson	)	
Robert McKay	)	\$125 each per month (cancelling
E. B. McNaughton	)	previous appointments vide
A. L. Schawlow	)	folio 89)

Hamilton Sims - Demonstrator from 27 Feb. to 30 April (vice K. N. Barnard, resigned) \$ 30 per wk.

Research Assistants:

A. J. Bachmeier	- from 1 Mar. to 30 June	140	"	mo.
Mrs. B. R. Deacon	- " 17 Feb. to 30 June (cancelling previous appointment vide folio 49)	125	"	"

The appointment of J. C. Findlay (vide folio 25) was amended by making the remuneration from 1 March to 30 June 100 " "

Chemistry:

The appointment of R. C. Langille (vide folio 103) was amended by making the remuneration for March and April 73.50 " "

Faculty of Medicine:Anatomy:

R. G. MacKenzie - Demonstrator, 1 Feb. to 31 May (vice W.J. Winthrop, resigned) \$162.50

School of Hygiene:Epidemiology & Biometrics:

Miss J. Hoffman - Interne, March, April, May and June \$60.00 per mo.

School of Nursing:

B. Hannah - Special Lecturer in Medicine \$90

Lecturers:

W. A. Scott	- Obstetrics	100
Alan Brown	- Paediatrics	60
A. D. A. Mason	- Oral Hygiene	40
C. G. Stogdill	- Mental Hygiene	100

Salary of  
Mr. J. B.  
Bickersteth

The President stated that Mr. Massey and Mr. Bickersteth were quite satisfied with the Board's decision as to the latter's salary.

Other recommendations by the President were approved

as follows:-

Resignations:Resigna-

tions -  
Miss G.  
Whittaker,  
O.C.E.

From Miss Georgina Whittaker, Research Assistant in the Department of Educational Research at the Ontario College of Education, effective March 1st, 1941.

Mr. Bruce  
M. Smith,  
Aerial  
Navigation

From Mr. Bruce Montgomery Smith, Instructor on the Link Trainer in the Course in Aerial Navigation, in view of his appointment as Chief Ground Instructor in the Elementary Training School at Halifax; and although Mr. Smith left for Halifax on March 13th authority was given for the payment of his full salary for the month of March.



Payment  
for extra  
services  
to Miss  
K. Boyd,  
Athletic  
Assoc'n

A transfer of \$50 from the appropriation for "Part-time Instructors" to that for "Clerical Assistance" in the Estimates of the Athletic Association for 1940-41, and the payment of this amount to Miss K. Boyd for increased duties in connection with the keeping of the Physical Training records.

Increase  
in remuneration to  
Miss Jean  
Merchant,  
and authority for  
expenses  
re Course  
in School  
Librarianship, O.C.E.

An increase from \$150 to \$200 in the remuneration for 1940-41 to Miss Jean Merchant, Instructor in the Library School of the Ontario College of Education; and the appropriation of a sum not exceeding \$210 from the vote for "Practice Teaching" to pay \$25 each to the following Graduate Librarians for instruction to teachers-in-training enrolled in the new supplementary course in School Librarianship, together with return railway fare for the students and a living allowance of \$10 per week each for the week of April 28th:-

Miss Mary Mustard	- Brantford Collegiate and Vocational Institute
Miss Margaret Fraser	- Galt Collegiate and Vocational Institute
Miss Kate Morrison	- London Central Collegiate Institute
Miss Kathleen Dolan	- London Sir Adam Beck Collegiate Institute

Military  
regulations re  
University  
students

The President informed the Board that he had attended the meeting held in Ottawa in connection with the military regulations as applied to University students, and he submitted the following recommendation which was approved:-

"In consequence of the recent modifications in the requirements for military training under the National Resources Mobilization Act, the Board hereby modifies its regulation that the students of 20 years and over must in addition to 110 hours of military training during the academic year, take two weeks in camp, and approves the following regulation of the Military Authorities:

Members of the Training Centre Battalion who were 21 years of age and over on July 1, 1940, are not obliged to attend camp, but in order to obtain credit for 30 days military training under the National Resources Mobilization Act must attend camp for two weeks. Students who are unable to fulfil the requirements prescribed by the Board must apply for consideration to the Registrar. Their cases will be dealt with by a committee consisting of the O.C. and adjutant of the C.O.T.C., and the O.C. and adjutant of the Training Centre Battalion, the Registrar, Professor C. R. Young and Mr. W. S. Wallace, and the President - the Registrar to be Chairman."

Other communications were presented and dealt with as follows:-

Bequest  
under  
will of  
Dr. T.A.  
Russell

From the Public Trustee, Osgoode Hall, advising of a bequest to the University under the Will of the late Dr. T. A. Russell. The Bursar, who had obtained a copy of the Will, read excerpts from it, including the following:-

Bequest  
under  
will of  
Dr. T.A.  
Russell  
(Cont'd)

"After the death of my wife or should she predecease me, then upon my death, hereafter referred to as the period of division of my estate, to administer the capital of the residue of my estate as follows:-

(d) to pay two per cent (2%) to each of the ..... and University College of the University of Toronto, to be used for such purposes as the Board of Trustees or the Board of Governors of the said Institutions may determine."

The Governors were very pleased to be informed of this bequest.

William  
Lowell  
Putnam  
Prize  
Fund

From Dean Beatty requesting that the Bursar honour accounts for the purchase of Mathematical books from the Prize money paid over to the University last year in connection with the William Lowell Putnam Mathematical Competition, and setting forth the following arrangements, approved by the President, for the use of this fund:-

(a) A Committee of the Departments of Pure and Applied Mathematics, under the chairmanship of Professor W. J. Webber, is responsible for deciding on the books to buy.

(b) This Committee has made arrangements to turn the orders over to Mr. W. S. Wallace, who has agreed to buy them in the regular way.

(c) The Bursar is requested to authorize the payment of purchase charges reported by Mr. Wallace.

(d) Mr. Wallace has agreed to house the books in the library of University College. They will be the property of the University and will have Putnam book plates, indicating that they were bought from the Putnam Prize money. They will be kept in a special corner of the library. This represents a change of plan as to the disposal of the books. For a time it was thought of having the books kept in Room 38 of University College, but the difficulty of looking after them and of making them available to students made those concerned decide against this. The present plan is safer and makes use of existing facilities for handling them. The Committee has been very much helped by the advice and co-operation of Mr. Wallace.

(e) Professor Baker turned over to the Department of Mathematics his library, containing about 200 volumes of mathematical works. It was arranged to put a book plate in each volume, acknowledging the gift to the department. Some of these are rare books and are of considerable value. A selection was made of about 80 of these books and Professor Baker's consent was secured to include them under the Putnam collection. They will carry the Putnam book plates and will be bound with those bought from the Putnam fund. An acknowledgment with thanks has been sent to Professor Baker for his generosity.

(f) Professor Webber has hopes of being able to have Professor DeLury decide to turn over 100 or more volumes from his mathematical library to swell the Putnam collection.

(g) It is planned to increase the collection in every way possible, namely by asking for donations of books from likely sources, encouraging members of the staff to bequeath their books, and by drawing on the Putnam funds over a five-year (or longer) period.

Upon motion of Mr. Burns, seconded by Mr. Neilly, these arrangements were approved and the Secretary was directed to convey once more to Dean Beatty their congratulations upon the outstanding achievements of the winners of this Prize which have made the purchasing of

William  
Lowell  
Putnam  
Prize  
Fund  
(Cont'd)

these books possible; and at Dean Beatty's suggestion approval was also given for the fund to be called the "William Lowell Putnam Prize Fund". The Board expressed their thanks and appreciation in connection with the valuable books donated by Professor Baker to this library.

Applica-  
tion of  
Canada  
Life Staff  
Assoc'n  
re Aura  
Lee Field

From the Canada Life Staff Association enquiring as to the possibilities of renewing their lease of the Aura Lee Grounds for the Season of 1941, 1st May to 8th September, and approval was given for the use of these grounds on the same terms as last year.

Bursary  
award  
from Mt.  
Sinai  
Loan  
Fund

From the Director of the Department of University Extension recommending, with the concurrence of the President and Dr. Ryerson, that a loan of \$70 be made to Charles Alter, Second Year Medicine, from the Mount Sinai Masonic Lodge Silver Jubilee Loan Fund. The Board approved of this recommendation.

#### Donations

The following donations were reported and were accepted with thanks and appreciation:-

Aviation Medical Research	\$4,000	as a further advance for research on the "Accelerator" by Professor H. W. Price under the National Research Council grant for Aviation Medical Research - Banting-Price.
Lachlan Gilchrist Geophysics Scholar- ship Fund	2,790	from Professor Lachlan Gilchrist to supplement the Geophysics Scholarships Fund to a total of \$5,153.35 as follows:-
		Amount of principal at present \$2,363.35
		Amount to increase present prin- cipal \$ 140
		Further increase of amount of principal 2,500
		To provide for scholarships, 1940-41 150
		<u>2,790.00</u>
		<u>\$5,153.35</u>

- In this connection the Board approved of Professor Burton's suggestion that the fund be now known as the "Lachlan Gilchrist Geophysics Scholarships Fund".
- 1,250 from the National Trust Company representing the second payment of interest @ 2½% on the bequest of \$50,000 from the Sir Joseph Flavelle Estate for Graduate Fellowships; this payment being accepted on the understanding that if, due to Succession Duties or any other reason, the fund cannot be set aside in full, future income will have to be withheld to the extent of any amount that may be overpaid to the University.
- David Dunlap  
Memorial  
Scholarships 1,000 from Mrs. D. A. Dunlap to cover the David Dunlap Memorial Scholarship awards for 1940-41; and the Board approved of Professor Bott's suggestion that the President consult Mrs. Dunlap with a view to having her Estate provide for the continuance of these scholarships.
- Lady Kemp  
donation 500 from Lady Kemp to cover the award of the Graduate Fellowship donated by her for 1941-42.
- Dentistry  
Scholarships 300 from "Current Publications" to cover the following awards in the Faculty of Dentistry:
- \$150 - Wallace Seccombe Prize for General Proficiency
  - 100 - Oral Health Theses Prize
  - 50 - do.

Grant to Dr. P. H. Greey.	\$200	as a further accountable advance from the National Research Council for work on the chemotherapy of gas gangrene in animals under the direction of Dr. P. H. Greey.
Pan-Hellenic Prizes.	150	to cover the three awards under the Pan-Hellenic Association Prizes.
Willson Scholarship.	100	from Miss Alice Willson for credit of the Herbert Willson Scholarship.
Public Speaking bursary.	50	from the Public Speaking Association of University College to be used as a bursary as in previous years.
Engineering Institute Prize.	25	from the Engineering Institute of Canada representing the eleventh award of the Institute's Prize in the Faculty of Applied Science.

Current  
Expenditure

The Bursar presented his statement, certified by the Auditor, of the expenditure made by him from the Accountable Warrant authorized on 13th February, 1941, and the same was laid on the table. Also his Estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the balance of the month of March and the first part of the month of April. Ordered that an Accountable Warrant for Two Hundred and Seventy-five Thousand Dollars (\$275,000) be issued to the Bursar.

Invest-  
ments

Upon motion of Mr. Ross,  
Seconded by Mr. Morrow,  
It was Resolved,

That in connection with the investment of Two Hundred and Fifty Thousand Dollars (\$250,000) which had been referred to the Finance Committee, authority be and it is hereby given to purchase Dominion of Canada or Province of Ontario Bonds at the current market price, particulars of such purchases to be reported subsequently to the Board for record purposes.

Notice to  
various  
units re  
economy  
in Estim-  
ates

Upon motion of Mr. Ross, seconded by Mr. Burns, the President was requested to inform the various units within the University that rigid economy should be exercised in connection with the preparation of their Estimates for the year 1941-42, and that they be urged to reduce their expenditures as far as possible.

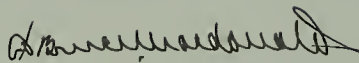
Notice re  
presenta-  
tion of  
Connaught  
Labora-  
tories  
Estimates

Mr. Neilly, on behalf of the Connaught Laboratories Committee, gave notice that at the next regular meeting of the Board the Estimates of the Connaught Laboratories for 1941-42 would be presented.

The meeting adjourned at 5:30 p. m.

Minutes confirmed.

Mar 27<sup>th</sup> 1941



Chairman.

*Indefinite*  
*W.D.*





Minutes of the meeting of the Board of Governors held  
in the Board Room, Simcoe Hall, on Thursday, March 27th, 1941, at 4 p.m.

Present -

The Chairman (Dr. Macdonald)	Mr. LaBine
The Vice-Chairman	Mr. Bryce
The Chancellor	Mr. Neilly
The President	Dr. Anderson
Mr. Young	Hon. Dr. Kelly
Mr. Burns	Mr. Ross
Mr. Osler	Chief Justice Rose
Mr. Duncan	

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the  
Secretary reported that he had been informed on behalf of the following  
members that they would be unable to attend:-

Hon. Dr. Bruce	Hon. Dr. Ferguson
Mr. Rogers	Mr. Morrow

Welcome to  
the new  
member, Mr.  
J.S. Duncan

The Chairman extended a cordial welcome to the new  
member, Mr. James S. Duncan, who had been appointed to fill the vacancy  
caused by the death of Dr. T. A. Russell, and expressed the hope that the  
Board would benefit from his valuable experience.

The Minutes of the last meeting were read and confirmed.

Arising out of the minutes the following matters were  
dealt with:-

Standing  
Committee  
re commen-  
oration of  
Sir Fred-  
erick  
Banting's  
death

In accordance with notice previously given -

It was moved by the Rt. Hon. Sir William Mulock, K.C.M.G.,  
Seconded by the Hon. H. J. Cody, LL.D.,

And Resolved -

That a Standing Committee of the Board be and  
the same is hereby established, to be composed of four of its mem-  
bers to co-operate with four members of the Faculty of Medicine in  
giving effect to the resolution of the Board commemorative of the  
death of Sir Frederick Banting,

the members of this Committee to be appointed at the next meeting.

Notice of  
motion re  
amendment  
to By-Laws

In this connection the Chancellor gave notice that he would move  
at the next meeting that the University By-Laws be amended to include  
this Standing Committee.

Estimates  
of Con-  
naught  
Labora-  
tories,  
1941-42

In accordance with notice previously given, Mr. Neilly, as Chairman of the Connaught Laboratories Committee, presented the following report covering the Estimates of the Laboratories for the year 1941-42:-

"To the Board of Governors,  
University of Toronto.

On behalf of the Connaught Laboratories Committee, I present herewith the Estimates for the year commencing April 1st next. The Staff and your Committee have devoted a great deal of time to the preparation of these Estimates, but so many unknown factors must be assumed, that the final result represents merely our best guess.

The war has presented the Laboratories with many rather difficult problems. We have no means of ascertaining the Allied demand for our products, yet your Committee took the stand sometime prior to the outbreak of hostilities that we should assume responsibility for any expense necessary to put ourselves in a position to supply promptly any reasonable demand from that source. We have done just that, and the cost of such precautionary work is reflected in our expenditures.

To the various arms of the National Service we have lost many whose knowledge and experience we greatly valued.

Our sales for the fiscal period ending with the present month will gross close to \$750,000 or about \$100,000 higher than a year ago.

Now a \$100,000 increase means a great many ounce and two-ounce packages. The added work taxed our facilities and necessitated considerable overtime work. It might be suggested that we should have employed more night shifts. To this the answer must be that this is very exacting work that necessitates careful training, and to point out that one mistake might prove to be a very serious matter for the University.

Now in the pre-war years, when employment was more difficult to obtain, we demanded high qualifications on the part of those who sought service with the Laboratories and we paid them comparatively low wages. To those engaged at the farm we said, and still say, you must provide your own means of transportation.

A change is taking place perhaps more quickly than we even now appreciate. Those with the qualifications we require are finding many openings in industry and especially in the manufacture of war equipment and munitions. There is an acute shortage of technical men in the chemical industry and technicians trained in our Laboratories are in demand.

What are we going to do about it?

Well, we must produce and there is no use letting an experienced technician go to be replaced by another that must be taught to do the work. We can offer a life work in pleasant surroundings but we can't offer remuneration equivalent to that now available to munitions workers. Perhaps we can set a middle course.

These are, in brief form, the reasons that in this year's Estimates certain salary increases are recommended. The amount set up for materials, supplies and expenses, will of course vary with the volume of our sales.

In moving, seconded by Mr. , that the Estimates as now presented be approved and confirmed, it is hoped that the formal motion will take form somewhat as follows: RESOLVED -

1. That the Estimates for the Connaught Laboratories for the fiscal year April 1, 1941, to March 31, 1942, as tabled this day, be approved, ratified and confirmed.

2. That realizing that the amount for materials, supplies, expenses and labour must vary with the volume of business done, the Connaught Laboratories Committee is herewith given discretionary power to increase this appropriation as conditions may necessitate.

Estimates  
of  
Connaught  
Laborator-  
ies for  
1941-42  
(Cont'd)

3. That having regard for the present shortage of skilled assistants, and realizing that the rates of compensation may of necessity have to be raised on short notice, the Connaught Laboratories Committee is given discretionary power to adjust the rate payable to those exclusively engaged in production.

Signed on behalf of

THE CONNAUGHT LABORATORIES COMMITTEE.  
(Sgd) B. Neilly Chairman."

March 27, 1941.

Upon motion of Mr. LaBine, seconded by Mr. Bryce, these Estimates, which showed a total expenditure of \$759,800., were approved in the form of the above-mentioned resolution, it being understood that copies of these Estimates would remain with the Bursar and be available to members of the Board should they desire to see them. An expression of appreciation was conveyed to Mr. Neilly for the splendid work he is doing as Chairman of the Connaught Laboratories Committee.

Letter from  
Hon. Leighton  
McCarthy re  
Board notices

The Secretary presented a letter from the Hon. Leighton McCarthy stating that he agreed to the proposed arrangement for continuing to send the Board notices to him in care of Canada Life Assurance Company in the event of his being in Toronto on a day of a meeting when it would give him great pleasure to attend.

Letter from  
Lady Bant-  
ing sending  
military  
form and  
thanking  
Board for  
their con-  
sideration

The Secretary also presented a letter from Lady Banting enclosing a military form from Lieut.-Col. W. E. L. Coleman of the Department of National Defence in connection with the erection of a headstone over the grave of the late Sir Frederick. In the same letter Lady Banting thanked the Secretary for the arrangements which he had made on her behalf and expressed appreciation of all that the Board had done for her.

Progress by  
Committee re  
Sir Freder-  
ick Banting's  
Estate

Mr. Neilly stated that Mr. Morrow had requested him to advise the meeting that his Committee re Sir Frederick Banting's Estate was at work and reported progress.

Authority  
for expen-  
diture from  
funds of  
Department  
of Medical  
Research

In connection with the approval previously given by the Board for Dr. Lucas to look after the affairs of the Department of Medical Research - Banting, it was moved by the President, seconded by Mr. Bryce, that authority be given for such expenditures from the funds of this department as are necessary pending further action by the Board, and that Miss Gairns be permitted to continue to sign requisitions as previously authorized by Sir Frederick Banting.

Engrossed  
resolution  
re late  
Dr. T. A.  
Russell

The completed engrossed copy of the Board's resolution re the late Dr. T. A. Russell was presented for the inspection of the members prior to being transmitted to Mrs. Russell.

Appoint-  
ments

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

For the Session 1940-41

School of Hygiene:

Physiological Hygiene:

Miss M. Wilkinson - Secretarial and Library Assistant  
from 1 Mar. to 30 June \$85 per mo.

Department of University Extension & Publicity:

Instructors:

Course in Aerial Navigation:

C. W. Wagner )  
R. J. Reilly ) Link Trainer Instructors \$75 per mo.  
each.

Course in Physiotherapy:

Mrs. M. L. Petersen - Supervision in Toronto  
Western Hospital \$200  
Dr. Jessie A. McGeachy - A special series of lec-  
tures in First Aid 60

Notice of  
motion re  
appoint-  
ment of  
Dr. C. H.  
Best

The President gave notice that he would move at the next meeting for the appointment of Dr. C. H. Best as Director of the Banting and Best Department of Medical Research, and Professor in the same, this appointment to date from July 1st, 1941, at a salary to be determined later.

Appoint-  
ment of Dr.  
R. Robert-  
son to  
Toronto  
General  
Hospital

A recommendation from Dean Gallie for the appointment of Dr. Ross Robertson as Junior Surgeon to the Toronto General Hospital, to assist Dr. P. I. Harris, was referred to the Joint Committee on Hospital Appointments.

Other recommendations by the President were approved as follows:-

Resigna-  
tions

The resignations of the following Assistants in the Department of Chemistry:-

R. W. Allgood )  
W. J. Hornibrook ) as of March 24th  
M. H. Thomas )  
W. G. Wallace ) " " March 31st  
W. A. Tidridge - " " April 5th

Leave of  
absence  
to Dr. W.  
R. Franks

Leave of absence to Dr. W. R. Franks of the Department of Medical Research - Banting, now Flight Lieutenant in the Royal Canadian Air Force, to go to England for whatever period the R.C.A.F. authorize.

Suggested  
changes  
in the  
Department  
of Law

The President presented a letter from Professor W. P. M. Kennedy proposing certain changes in the Department of Law, which included a recommendation that it should in future be known as the "School of Law". The Board tentatively agreed to the same but ordered that no definite action be taken until the approval of the Senate had been secured.

Cohen  
Scholar-  
ship in  
Social  
Science

The President also presented the following letter and memorandum from Miss A. C. McGregor, Acting Director of the Department of Social Science, regarding the Cohen Scholarship:-

Dr. H. J. Cody,  
President,  
University of Toronto.

Dear Dr. Cody:-

It gives me pleasure to tell you that another scholarship has become available for this Department under the Will of the late M. H. Cohen. The payments will be made by Mr. Mark Cohen, one of the executors of the Estate, rather than through the Bursar's Office, but I feel sure that you would wish to write to Mr. Cohen, thanking him for his kindness in directing this scholarship toward our Department. The memorandum which I attach gives particulars regarding the amount available for distribution.

Mr. Cohen has told us that we may count on the first award of \$200 being available for a student entering his second year next September.

Yours very sincerely,

(Sgd) Agnes C. McGregor  
Acting Director.

P.S. I wrote Mr. Cohen, thanking him, and invited him to meet the members of the full-time staff, which he did this morning, with the above result.  
10th March, 1941.

A.C.M.

Excerpt from letter of Mr. Mark G. Cohen, Feb. 5, 1941

"By the terms of the Will of my father, the late M. F. Cohen, which was to become effective after my mother's death which occurred in October last, ten percent of the net revenue of the Estate was to be set aside each year for some social service work, preferably with the view of educating young men in social science work, with particular emphasis on the recreation field.

Due to my mother's long illness prior to her death, the Estate was not in particularly good condition, and I estimate that it will be some time, probably towards the end of 1941 or the early part of 1942, before there will be any surplus available for distribution. This surplus should amount to approximately \$200 a year for the next few years, and what I had in mind was the idea of creating a scholarship or a bursary of some sort to be awarded to the male student in the first year of social science who showed the most aptitude in recreational work, but, however, I would be glad to have any suggestions from you, or meet you and discuss the matter any time you say, but please bear in mind that the emphasis must be on the recreational point of view as this was my father's particular hobby."



Cohen  
Scholar-  
ship in  
Social  
Science  
(Cont'd)

The Governors were very pleased to learn of this offer, which was gratefully accepted by them with an expression of appreciation of Mr. Cohen's thoughtfulness. The Bursar was very strongly of the opinion, however, that in completing arrangements for this scholarship the payment covering the same should be made through his office in semi-annual instalments in November and February in order to conform to the practice prevailing in connection with other scholarships, and the matter was referred to the Senate for settlement of the academic details.

Other communications were presented and dealt with as follows:-

Estimates  
of Hart  
House for  
1941-42

From Mr. Burns, as Chairman of the Hart House Committee, transmitting the Estimates of Hart House for 1941-42 as follows:-

Report of the Chairman of the Standing Committee to the Board of Governors regarding the meeting of the Standing Committee of the Board of Governors in respect of Hart House held on Thursday, March 20th, 1941.

RE: Hart House Estimates for 1941-42.

In preparing the Estimates for the coming year the Finance Committee of Hart House realized that it was impossible to accurately predict the conditions that would prevail in the University in the Fall.

The Estimates show a revenue of \$113,500 and an expenditure of \$115,100 leaving an estimated deficit of \$1,600.

In March, 1941, it was estimated that the revenue for 1940-41 would be \$129,230. The reduction from this sum for the Estimates of 1941-42 was based on a reduction of ten per cent. in registration for 1941-42. To meet the anticipated reduction in revenue, the Hart House Finance Committee curtailed the estimated expenditure of the various items as much as possible. Provision was again made in the Estimates for the special requisition of \$3,000 to be paid into the general funds of the University.

It was resolved on the motion of Dr. D. B. Macdonald, seconded by Mr. R. A. Bryce, that the Estimates for Hart House, as presented, be approved.

(Sgd) Charles Burns  
Chairman.

Bonuses  
to Mr.  
Gilley  
and Mr.  
Cowan

Upon motion of Mr. Burns, seconded by Mr. Bryce, the Board approved of these Estimates and also of a recommendation of the Hart House Finance Committee for the payment of a bonus of \$500 to Mr. Gilley and a bonus of \$200 to Mr. Cowan for 1940-41 in recognition of the splendid work they have done.

Radio  
Mechanics .  
Course

From the Hon. C. G. Power, Minister of National Defence for Air, regarding a course for radio mechanics as follows:-

Radio  
Mechanics  
Course  
requested  
by Govern-  
ment  
(Cont'd)

The Principal,  
University of Toronto,  
Toronto, Ont.

Dear Sir:-

Referring to the Course for Radio Mechanics discussed at the Universities Conference on February twenty fourth, this will confirm Colonel R. D. Harkness' telegram of March fifteenth to Professor Burton authorizing you to proceed with preparations to train five hundred men at one hundred and fifty dollars for each of the first two hundred men, at one hundred and twenty-five dollars for each of the next one hundred and fifty men, and at one hundred dollars per man for the remainder.

An agreement between His Majesty's Government and your University to implement the above undertaking is in course of preparation, and will be forwarded to you for completion in due course.

Yours sincerely,

March 22nd, 1941.

(Sgd) Charles G. Power

The Board approved of the proposed arrangements, it being understood, however, that the amounts mentioned may have to be revised; and confirmation was given to the action taken, upon the President's recommendation, in ordering apparatus necessary for this course to the value of \$25,000 in anticipation of an advance from the Government to cover this expenditure.

Applica-  
tion of  
William  
Bountiff  
for bonus  
upon en-  
listment

From the Superintendent of Buildings and Grounds reporting that William Bountiff, an employee of the University intermittently from 1937 in the capacity of fireman and groundsman, had enlisted in the Navy, and that as Bountiff had worked only approximately nine months out of the last twelve he was told that he was not eligible for the bonus upon enlistment. As a result Bountiff made representations to the Provincial Government and the matter was referred back to the University. After considering the case the Board concurred in the Superintendent's recommendation against varying their regulations to meet any such special case as the one in question.

Fees for  
students  
in Arts  
granted  
academic  
standing  
for act-  
ive service

From the Registrar transmitting the following recommendations, concurred in by the Heads of the federated colleges, regarding fees to be paid by students in the Faculty of Arts who are granted academic standing for active service:-

Fees for students in Arts regarding academic standing for active service

IV Honour  
IV General  
III Pass

1. That a student enrolled in the final year of his course who withdraws during the session in order to proceed on Active Service, and who is granted standing in the final year and admitted to the degree without further attendance, be required to pay the (#) tuition fee in full for the final year and the degree fee, together with the (%) incidental fees on a pro rata basis for such time (in months) as he was in attendance, in accordance with the existing practice regarding withdrawals.

I, II, III Hon.  
III General  
I, II Pass

2. That a student enrolled in any other than the final year of his course, who withdraws during the session in order to proceed on Active Service, and who upon his return to the University is granted standing in the year in which he was enrolled when he withdrew, be required to pay the (#) tuition fee in full for that year and the (%) incidental fees on a pro rata basis for such time (in months) as he was in attendance, in accordance with the existing practice regarding withdrawals.

III Honour  
II Pass

3. That a student who proceeds on Active Service after having obtained standing in the year preceding the final year of his course, and who is granted standing in the final year and admitted to the degree without further attendance at the University, be required to pay the (#) tuition fee in full for the final year and the degree fee.

I, II Honour  
I Pass

4. That a student who proceeds on Active Service after having obtained standing in any year other than those mentioned in the preceding section, and who after his return to the University is granted standing in a higher year of his course, be required to pay the (#) tuition fee in full for that year, and the degree fee if he is admitted to the degree.

(%) Incidental fees are as follows: library, laboratory supply, Hart House, Students' Administrative Council, Athletic, Medical examination, College Societies, etc.

(#) As prescribed at the time of his withdrawal.

(%) As prescribed at the time when he is granted standing.

The Board approved of these recommendations, the same principle to be applied in connection with consideration given, on account of active service, to students in other faculties.

Postponement of payment of fees of Ulrich Goldschmidt

From Mr. Alexander Paterson of the Department of Internment Operations, Ottawa, asking for some consideration regarding fees in the case of Ulrich Goldschmidt, who through some tragic mistake was at present in an internment camp at Farnham and who desired to study modern languages at the University upon his release which was being arranged at an early date by the authorities. As Mr. Paterson stated that the only relative Goldschmidt had in this country was a young women student without private funds, the Board, upon motion of Dr. Gibson, concurred in the President's recommendation that his fees be left in abeyance until the end of the war as is being done in connection with the English students who are unable to obtain funds from home.

U. of T.  
Women's  
War Ser-  
vice Com-  
mittee  
expendi-  
tures from  
Maple Leaf  
Fund, etc.

From Professor George H. Duff transmitting a statement of ex-  
penditures in connection with the University of Toronto Women's War  
Service Committee for the quarter ending 31st March, 1941. In approv-  
ing of these expenditures the Board also agreed that of the total of  
\$1,444.35 shown on the statement, \$1,240.44 be charged to the balance  
remaining in the Maple Leaf Fund, leaving the sum of \$203.91 to be  
provided from other donations received by the Committee. The Secre-  
tary was accordingly directed to send a cheque for \$1,240.44 to the  
Committee and a copy of the statement to Mr. Victor Goggin, President  
of the Maple Leaf Fund Inc., New York, with an expression of gratitude  
for his generosity in so worthy a cause.

#### Donations -

The following donations were reported and were ac-  
cepted with thanks and appreciation:-

Maurice Hutton Bequest	\$2,500.00	from the Canada Permanent Trust Company in payment of the legacy under the Will of the late Principal Maurice Hutton for the McCaul Scholarship in Uni- versity College.
Govern- ment grant to Dr. D. Irwin and Dr. R. A. Cleghorn	450.00	from the War Technical and Scientific Development Com- mittee of the National Research Council on account of a grant of \$800 for war research work in the Department of Medical Research - Banting under Dr. D. Irwin.
	150.00	from the National Research Council for research work on the gastro-intestinal tract in the Department of Medicine under Dr. R. A. Cleghorn.
Payment re "John Macera" Scholar- ship	123.79	from the Girard Trust Company, Philadelphia, the first semi-annual payment on account of interest in con- nection with the bequest of \$10,000 from the late Jean Glasgow for the "John Macara, Barrister of Goderich, Scholarship".
Medical Associa- tion Prize	25.00	from the Ontario Medical Association in payment of its annual Prize in Medicine.

Donation  
from Dr. J.  
B. Collip  
re memorial  
to S. Fred-  
erick  
Banting

The Board also accepted with much gratitude and  
appreciation a cheque for \$500 from Dr. J. B. Collip as a contribu-  
tion to a memorial in connection with the late Sir Frederick Banting.

Services  
of Dr.  
H. C.  
Bazett

At the President's suggestion he was given authority  
to communicate with Dean Richards of the University of Pennsylvania in  
an endeavour to obtain the services of Dr. H. C. Bazett, who had recent-  
ly done considerable research here, for work in the Department of Med-  
ical Research - Banting at a salary of \$4,000 for six months.

Successor  
to Dean  
Mitchell,  
Faculty of  
Applied  
Science

In connection with the retirement of Dean Mitchell in the Faculty of Applied Science and Engineering and the appointment of a successor, the President stated that there was a possibility of obtaining the services of Dean Mackenzie, Acting President of the National Research Council, Ottawa, for this position, and authority was given for the President to continue negotiations in this matter.

Leaves of  
absence  
for war  
service

The Bursar read the following list, covering the period from 1st January to 31st March, 1941, of members of the staff who had been granted leave of absence for the duration of the war:-

<u>Name</u>	<u>Title</u>	<u>Depart- ment</u>	<u>Date of Leave</u>	<u>Rank</u>
<b>ARTS:</b>				
Millman, P.M.	Lecturer	Astronomy	Jan., 1941	R.C.A.F.
<b>MEDICINE:</b>				
Chute, A.L.	Res.Assoc. Jun. Dem'r	Physiology Paediatrics	Aug., 1940 July, 1940	Capt.No. 2 Field Ambu- lance, R.C. A.M.C.
Markowitz, J.	Res.Assoc.	Physiology	Jan., 1941	R.C.A.F.
Noonan, W.T.	Jun. Dem'r	Obstetrics	Mar., 1941	
Norman, Hugh	Fellow	Surgery	Feb., 1941	
Ross, J. R.	Jun. Dem'r	Paediatrics	July, 1940	Major, R.C. A.M.C.
Ross, J. W.	Associate	Surgery	Feb., 1941	do.
Thomson, F.B.	Res.Fellow	do.	Feb., 1941	Flying Of- ficer, R.C. A.F.
Wilson, R.H.	Lab'y Att.	Medicine	Mar., 1941	Aero Engine Class, Galt School
<b>APPLIED SCIENCE:</b>				
Waters, R. M.	Spec.Lec'r	Architectur-	July, 1940	Colonel, III Division Artillery
Dykeman, C.A.	Office Asst.	Secretary's Office	Apr., 1941	Dept. of National Defence
<b>SUNDRY:</b>				
Clarke, H.R.	Guard	R.O.M.	Jan., 1941	R.C.A.F.
Fullbrook, G.H.	Cleaner	Men's Res.	Jan., 1941	1st Armoured Div. Workshop R.C.O.C.
Jeffrey, R.B.	Guard	R.O.M.	Jan., 1941	R.C.A.F.
Marriott, Thos.	Caretaker	School of Nursing	Jan., 1941	1st Armoured Div. Workshop R.C.O.C.
Westhead, J.F.	Lab'y Asst.	Chemical Engineering		Lieutenant, C.O.T.C.
	Qtr.Master Sergeant	C.O.T.C.	Nov., 1940	C.A.A.F.



Proxy for  
Annual Meet-  
ing of Can-  
adian  
Pacific  
Railway  
Company

Upon motion of Mr. Weilly, the Chairman and the  
Bursar were authorized to sign the form of proxy for the Annual Gen-  
eral Meeting of the Canadian Pacific Railway Company to be held on  
Wednesday, May 7th, 1941.

The meeting adjourned at 5:50 p. m.

*Indefinite*  
*on B.*

Minutes confirmed.

*April 10<sup>th</sup>, 1941*

*W. J. Weilly*  
Chairman.



Minutes of the meeting of the Board of Governors held  
in the Board Room, Simcoe Hall, on Thursday, April 10th, 1941, at 4 p.m.

Present -

The Chairman (Dr. Macdonald)	Mr. Burns
The Vice-Chairman	Mr. Bryce
The Chancellor	Mr. LaBine
The President	Mr. Neilly
Mr. Osler	Mr. Morrow
Mr. Young	Mr. Ross

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the  
Secretary reported that he had been informed on behalf of the following  
members that they would be unable to attend:-

Hon. Dr. Bruce  
Mr. Duncan  
Mr. Rogers

The minutes of the last meeting were read and confirmed.

Arising out of the minutes the following matters were  
dealt with:-

By-Law No.  
36 respect-  
ing the  
Standing  
Committee  
on obser-  
vance of  
anniver-  
sary of  
Sir Fred-  
erick  
Banting's  
death

In accordance with notice previously given -

It was moved by the Chancellor,  
Seconded by Mr. Neilly,  
And Resolved -

That the By-Law providing for the establish-  
ment of the Standing Committee respecting the observance of the  
anniversary of Sir Frederick Banting's death be passed as follows:-

By-Law Number 36

Respecting the Standing Committee on observance of the  
anniversary of Sir Frederick Banting's death.

- - - - -

WHEREAS the Governors have resolved that the University  
of Toronto shall ever mark the anniversary of the death of Sir  
Frederick Banting, K.B.E., by some action commemorative of his  
service to humanity in the discovery of Insulin;

BE IT THEREFORE ENACTED by the Governors of the Univer-  
sity as follows:-

THAT there shall be a Standing Committee to be called  
the "COMMITTEE RESPECTING THE OBSERVANCE OF THE ANNIVERSARY OF  
SIR FREDERICK BANTING'S DEATH";

By-Law No.  
36 Cont'd

THAT in addition to the ex-officio members the Committee shall consist of four other members who shall each year invite to co-operate with them four members of the Faculty of Medicine;

THAT it shall be the duty of the Committee to give effect to the above resolution of the Board.

Passed this tenth day of April, 1941.

(Sgd) D. Bruce Macdonald (L.S.)  
Chairman

Standing  
Committee  
re obser-  
vance of  
anniver-  
sary of  
Sir Fred-  
erick  
Banting's  
death

It was moved by the Chancellor,  
Seconded by the President,  
And Resolved -

That the Standing Committee respecting the observance of the anniversary of Sir Frederick Banting's death shall consist of, in addition to the ex-officio members -  
Dr. H. B. Anderson Mr. F. K. Morrow  
Hon. Dr. H. A. Bruce Hon. Dr. G. Howard Ferguson  
who shall each year invite to co-operate with them four members of the Faculty of Medicine, the same, until the first regular meeting of the Board in October 1941, to be -  
The Dean of Medicine Dr. D. E. Robertson  
Dr. C. H. Best Dr. Velyien Henderson

Funds to  
provide  
for pay-  
ment of  
bonuses  
in Hart  
House

In connection with the approval for payment of bonuses of \$500 to Mr. Gilley and \$200 to Mr. Cowan of Hart House, the Bursar was instructed to provide funds for these by forwarding to Hart House a cheque for \$700., this amount to be charged to the balance remaining in the salary appropriation for 1940-41 of the Warden, Mr. J. B. Bickersteth.

Also arising out of the minutes the following letters were reported:-

Letter of  
thanks  
from Mr.  
Gilley

From Mr. Gilley conveying the sincere thanks of himself and Mr. Cowan for the Board's approval of the payment to them of the above-mentioned bonuses.

Letter of  
apprecia-  
tion from  
Mrs. T. A.  
Russell

From Mrs. T. A. Russell expressing deep appreciation of the beautifully engrossed and bound resolution regarding the late Dr. Russell which the Board had so kindly sent to her.

Letter of  
thanks re  
fees of  
Ulrich  
Goldsch-  
midt

From Mr. Alexander Paterson expressing gratitude for the action of the Board in postponing payment of fees of Ulrich Goldschmidt, a former internee, until he is able to obtain funds at the conclusion of the war.

Appoint-  
ments

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

For the Session 1940-41Faculty of Arts:Physics:

W. H. McPherson

- Research Assistant for 3 mos.  
from March 14th \$200 per mo.

H. G. Byers

- Demonstrator (full time)  
from March 27th for balance  
of the Session \$125 " "

K. Buckthought

- Class Assistant (temporary -  
vice Miss B. Girdwood,  
resigned) \$1.25 " hourFaculty of Medicine:Art Service:

Miss B. Stemler

- Medical Artist (part time -  
1 month from April 16th) \$125School of Nursing:

Miss A. Landon

- Lecturer in Operating Room  
Technique \$ 40Ontario College of Education:

L. Hayman

- Instructor in Games, U.T.S.,  
from April 16th to June 30th @ \$2,000  
per annum

Appoint-  
ment of  
Dr. C. H.  
Best as  
Director  
of Banting  
and Best  
Department  
of Medical  
Research

In accordance with the notice previously given the President moved for the appointment of Dr. Charles H. Best as Director of the Banting and Best Department of Medical Research, and Professor in the same, and this appointment was accordingly made, to date from July 1st, 1941, at a salary at the rate of \$5,000 per annum in addition to his salary as Professor of Physiology, making a total salary in all of \$11,000 per annum; it being understood that Dr. Best will resign his positions of Professor of Physiological Hygiene, School of Hygiene, and of Associate Director of the Connaught Laboratories.

Appoint-  
ment of  
Dr. H.C.  
Bazett  
in Depart-  
ment of  
Medical  
Research

Approval was also given to the appointment of Dr. H. C. Bazett of the University of Pennsylvania, who had formerly done research work here, to be Research Professor in the Department of Medical Research - Banting for six months from approximately April 21st, 1941, at a salary of \$4,000 for this period, payment to be made in United States funds.



Dr. C. J. Mackenzie to be offered the post of Dean of the Faculty of Applied Science

Upon motion of Mr. Neilly, seconded by Mr. Bryce, approval was given to the recommendation of the President that Dr. C. J. Mackenzie, now Acting President of the National Research Council, be offered the position of Dean of the Faculty of Applied Science and Engineering, and that the President be authorized to continue negotiations with him both as to salary and as to the date on which he could assume office, on the basis of a salary not exceeding \$12,000 per annum and of his taking charge at the conclusion of the war or in two years' time, whichever is the earlier.

Other recommendations by the President were approved as follows:-

Honorarium to Mrs. M. B. Arnold

That Mrs. M. B. Arnold, a graduate student who had served as relief for Miss E. V. Gifford in the Department of Psychiatry during the month of March, be granted an honorarium of \$30 from the Rockefeller grant for Psychiatric Research.

Payment from Wenner-Gren Fund

That \$250 be paid into the salary account in the Department of Physics from the Wenner-Gren Geophysics Fund to cover the payment to Professor Pitt which was originally intended to be charged to the Aerial Navigation Fund in the Department of University Extension and Publicity.

Payment to S. Levine to be charged to Wenner-Gren Fund

That the payment of \$125 to Dr. S. Levine, formerly of the Department of Physics, representing an additional month's salary authorized by the Board on February 13th, 1941, be also charged against the Wenner-Gren Fund.

Leave of absence to Prof. D. S. Ainslie

That Professor D. S. Ainslie of the Department of Physics be granted leave of absence from May 15th, 1941, for the duration of the war in compliance with the request of the National Research Council for his assistance in scientific defence work in an Eastern Canadian port.

Transfers in appropriations

That the following transfers in appropriations be authorized:-

Faculty of Applied Science and Engineering - General Expenses:

From "Furniture and Fixtures"	
To "Messenger Service and Clerical Assistance"	- \$100
<u>School of Engineering Research:</u>	
From "Salaries - Civil Engineering: Municipal and Structural"	
To "Printing Bulletins, etc."	- 200
<u>Ontario College of Education:</u>	
From "General Class Supplies"	
To "Salary of Mr. L. Hayman (vide folio 133)"	- 416.67

## Resignations

The resignations of the following members of the staff were accepted:-

Dr. H. E. Woodward, Fellow in the Department of Pathological Chemistry, effective April 30th.

I. G. Goddard, Research Assistant in the Department of Physiological Hygiene, School of Hygiene, as of March 31st.

Demonstrators in the Department of Mechanical Engineering as follows, effective March 31st:-

J. A. W. Carmichael  
A. E. King

J. J. Brown  
D. W. McEwen

J. B. Hall, Instructor in Physics in the Course in Aerial Navigation, as of March 1st, with salary to March 15th.

Dr. F. L. Lawson, Research Assistant, and George Johnston, animal caretaker, both in the Department of Medical Research - Banting, effective March 31st.

Cheque for Donald Balfour Lecture returned by Dr. Cheever for some Canadian war charity

The President reported that Dr. David Cheever had returned the University's cheque for \$200 which had been issued to him in connection with the Donald Balfour Lecture, with the request that the money be turned over to some Canadian war charity. The Board expressed appreciation of Dr. Cheever's generous action and concurred in the President's recommendation that this amount be paid to the University of Toronto Women's War Service Committee for its work for British Overseas Children. The Bursar was instructed to issue a cheque accordingly.

Other communications were presented and dealt with as follows:-

Forest School Practice Camp at Sherborne and additional lots assigned by the Government

From the Deputy Minister of Lands and Forests, conveying the approval of his Department to the assignment of the Royal Bank of Canada to the University of Toronto of all right, title, and interest to the timber licenses in certain parts of the Township of Sherborne for use as a Forest School Practice Camp, and advising that in order that the University Forest be confined as far as possible within the natural boundaries there had been added to the above licensed areas the following lots:-

Forest  
School  
Practice  
Camp  
(Cont'd)

- Concessions A - Lot 5  
2 - Part lots 1,2,3,4,5,6,7,8,9,10 or the portion of the lots lying north from the north shore of St. Nora's Lake; the creek connecting St. Nora's Lake with Sherborne Lake, and Sherborne Lake.  
3 - Lots 1 to 10 inclusive.  
4 - Lots 8,9,10.  
5 - Lots 8,9,10.  
6 - Lots 9 and 10,  
7 - Lots 9 and 10 south from the creek connecting Gun Lake with small lake in Lot II, Con. VII.

The Board were very pleased to learn of the Government's action in this matter, and the Bursar reported that Professor Cosens of the Faculty of Forestry had informed him that it was possible the Government might develop further, by the construction of roads, etc., the property assigned to the University. In view of these possible improvements the Board felt that it would be more desirable to defer completion of the arrangements until sometime during 1941-42.

Estimates  
of Ontario  
College of  
Education  
for  
1941-42

From Dean Althouse transmitting, with the approval of the Minister of Education, the Estimates of the Ontario College of Education for 1941-42, and these Estimates, which included a Government grant of \$246,000., a similar amount to last year, and which showed a total anticipated expenditure of \$325,500., were approved.

Estimates  
of Athletic  
Association  
for year  
1941-42

From the Secretary of the University of Toronto Athletic Association transmitting their Estimates for 1941-42, and the Board referred these Estimates to the Finance Committee for consideration and report.

Recommendations  
of Military  
Training  
Committee

From the Registrar, as Chairman of the Military Training Committee, forwarding the following resolution adopted by the Committee regarding conscientious objectors:-

"That some 10 students, listed below, who have represented themselves as conscientious objectors to military training during the Session 1940-41, and who may present themselves for registration in a subsequent Session, be required to perform services in lieu of military training analagous to those which would be required of such persons if called up by the National War Services Board:-

Name	Religion	Age	Year	Faculty
J.G.Finlay	United Church	21	I	Arts
C.B.Hickman	do.	20	II	do.
W.E.Mann	do.	22	III	do.
E.V.Abbott	Anglican	23	I	Medicine
C.W.Russon	United Church	21	I	do.
R.H.Bell	Mennonite	22	II	do.
G.H.Fraser	Christian Brethren	23	III	App. Sc.
N.Chernenkoff	Doukhobor	20	III	Dentistry
P.Riben	do.	22	III	do.
L.E.Umbach	Mennonite adherent	22	I	Pharmacy

Recommendations of Military Training Committee (Cont'd)

That 3 conscientious objectors, listed below, who are graduating this year be required to perform civilian labour at the C.O.T.C. camp (June 8th to June 22nd inclusive), and that the results of their final examinations for the present Session be withheld until such labour has been satisfactorily completed:-

<u>Name</u>	<u>Religion</u>	<u>Age</u>	<u>Year</u>	<u>Faculty</u>
J.V. Fornataro	United Church	21	III	Arts
D. M. Ewing	do.	23	IV	do.
F. A. McPhee	do.	20	IV	App. Sc.

Upon motion of Mr. Neilly, seconded by Mr. Ross, approval was given to this resolution with instructions to the Secretary to notify the Military Training Committee that in the opinion of the Board steps should be taken by the Committee to have all students agree to the regulations regarding military training before accepting their registration.

Approval was also given to the following resolution of the Committee:-

"That B. H. Holdsworth, a student of the First Year in the Faculty of Arts, who has credit for an attendance of 31 hours out of the total 110 hours, be required next Session to make up the additional 79 hours of military training."

Refund to College of Optometry for work in Physiology not given in 1939-40 or in 1940-41

Also from the Registrar stating that in connection with the practical work in Physiology which the University had agreed to provide for Third Year students in Optometry, Professor Best had found himself unable to arrange for this work both for last Session and the present Session, and the Board approved of the following recommendations which had been concurred in by the President:-

(a) That the fee of \$45 now paid by the College to the University for each student enrolled in the Third Year be reduced by \$13 until such time as the laboratory course is provided, when the fee shall again be \$45.

(b) That the College receive a credit of \$468 made up as follows, which will be deducted from the amount remaining to be paid to the University by the College for the current Session:-

For the Session 1939-40,	20 students @ \$13	-	\$260
" " " 1940-41,	16 " @ \$13	-	208
			<u>\$468</u>

Bequest under Will of the late Sir Frederick Banting and release by Lady Banting of books, paintings, etc.

From the Canada Trust Company, Executors of the Estate of Sir Frederick Banting, regarding the publication of certain of Sir Frederick's writings by way of autobiography, and the release by Lady Banting to the University of some of his paintings together with note books, etc., covering original experiments in the discovery of Insulin. These matters were referred for consideration to Mr. Morrow's Committee respecting Sir Frederick's Estate. There was also transmitted by the Trust Company a notarial copy of the probate of the last Will of the deceased, in which it is stated that the Department of Medical Research of the University of Toronto is the residuary legatee.

Letter  
from C.  
McAmmond  
Routley,  
former  
Medical  
student

From Mr. C. McAmmond Routley, a former Medical student at the University. Routley had to repeat his First Year and finally withdrew at Christmas 1940 during the Third Year of his course. He claimed that his failure was due not to his own mistakes but to those of certain members of the staff. This matter was referred to Dr. Ryerson who stated that Routley was mentally ill and suggested that nothing be done in connection with the matter, in which the Board concurred.

#### Donations -

The following donations were reported and were accepted with thanks and appreciation:-

Sir Wm. Mulock re U.C. Men's Residence	\$6,666.66	from the Chancellor, the Rt. Hon. Sir William Mulock, representing the third and final instalment in connection with his undertaking to pay the sum of \$20,000 to the Governors for the University College Men's Residence Building Fund.
Rockefeller grant re Psychiatry and School of Hygiene	5,200.00	from the Rockefeller Foundation being the second quarterly instalment of their grant in connection with Research in Psychiatry.
	1,907.11	from the Rockefeller Foundation in connection with Field Training facilities in the School of Hygiene.
	750.00	from the War Technical and Scientific Development Committee as a further advance on the National Research Council's grant for research work in the Department of Chemistry under Dr. A. R. Gordon.
Chemistry grant Corner Club	25.00	from the Corner Club of Toronto for a bursary in University College.

#### Current Expendi- ture

The Bursar presented his statement, certified by the Auditor, of the expenditure made by him from the Accountable Warrant authorized on March 13th, 1941, and the same was laid on the table. Also his Estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the balance of the month of April and the first part of the month of May. Ordered that an Accountable Warrant for Two Hundred and Seventy-five Thousand Dollars (\$275,000) be issued to the Bursar.

#### Legisla- tive grant for 1941-42

The Bursar reported that the Special Legislative Grant for the year 1941-42 was \$1,050,000., an increase of \$50,000 over the grant of the last two years.

#### Invest- ments

In accordance with the Board's decision of March 13th, 1941, the Bursar reported the purchase of \$250,000 of Province of Ontario 3 $\frac{1}{4}$ % Bonds, due 1st May, 1952-55, @ 100-3/8 to yield 3.22%.



Estab-  
lish-  
ment of  
composite  
fees

The Board having authorized at the meeting of 13th February, 1941, the establishment of composite fees in all faculties of the University, letters were presented from the Federated Arts Colleges approving of the composite fee schedules in the Faculty of Arts drawn up at a conference of the University and College Bursars and Registrars. In addition to the Faculty of Arts, the Bursar reported the concurrence of the other faculties in the fees proposed for them, and

Upon motion of Mr. Neilly,  
Seconded by Mr. Burns,  
It was Resolved -

That composite fees in all faculties, which include the existing fees and those set out in the following statement, as recommended by the Bursar, be approved:-

- (1) Combined Library and Laboratory Supply Fee:  
(Faculty of Arts and Bachelor of Commerce Course)  
That all students be required to pay annually a combined Library and Laboratory Supply fee of \$10.00, which replaces the former Library fee of \$7.00 and whatever Laboratory Supply fee has hitherto been required.
- (2) Laboratory Deposit Fee:  
That all students taking laboratory work be required to pay annually a fee of \$10.00, the unused balance of which will be returned to the student at the end of the Session.
- (3) Students' Administrative Council Fee:  
That students in all faculties and years be required to pay an average annual fee of \$3.00, with the exception of two-year courses in which \$4.00 is required in each year, and one-year courses in which \$6.00 is required if "Torontonensis" is supplied, otherwise \$3.00 a year. (These arrangements have the approval of Mr. E. A. Macdonald, Secretary-Treasurer of the Council).
- (4) University College Women's Union Fee:  
That all students in the Faculty of Household Science be required to pay the University College Women's Union fee.

Regarding the proposed Health Service fee,

It was moved by Mr. Bryce,  
Seconded by Mr. LaBine,  
And Resolved -

That the following regulations in connection with the Health Service fee and the Physical Education fee be adopted:-

Health Service and Physical Education Fee:

Men: (Faculty of Arts and Bachelor of Commerce Course)  
That all students enrolled in the I and II Years be required to pay annually a Health Service fee of \$5.00 and a Physical Education fee of \$3.00.

Composite  
Fees  
(Cont'd)

Health Service and Physical Education (Cont'd):

Women:

That all students enrolled in the I Year, University College only, be required to pay a Health Service fee of \$5.00 and a Physical Education fee of \$3.00.

That all women students attending the Federated Colleges and enrolled in the I Year be required to pay a Health Service fee of \$5.00. (Victoria College exempted).

In all other faculties and courses the Health Service fee of \$5.00 and the Physical Education fee of \$3.00 shall be applicable to men of all years and to women of the I Year; women in other years will be required to pay the Health Service fee only.

(Social Science and School of Nursing students will be required to pay the Health Service fee only).

NOTE: The Health Service and Physical Education will be available to all other students upon payment of the prescribed fees.

In connection with the foregoing regulations the President, the Bursar and the Registrar were authorized to make any minor adjustments necessary.

The Board also approved of the recommendation that fees be paid prior to registration; one year's notice to be given that this regulation will become effective with the opening of the Session 1942-43.

Audited  
Report  
of Hart  
House  
for  
1939-40

Having reference to the minute of the Board of October 24th, 1940, in which the Hart House Audited Report for 1939-40 was referred to the Finance Committee, the Chairman of the Finance Committee informed the Board that in view of the fact that the Estimates of Hart House for 1941-42 had been approved by the Board on March 27th, 1941, he had returned this report to the Bursar on March 28th as he felt there was no necessity for further consideration of the same.

Proxy for  
Annual  
Meeting  
of Economic Trust

The Chairman and the Bursar were authorized to sign the form of proxy for the Annual General Meeting of Economic Investment Trust Limited to be held on Tuesday, May 20th, 1941.

Mr. Duncan  
added to  
Finance  
Committee

Upon motion of Mr. Neilly, seconded by Mr. Osler, Mr. James S. Duncan was appointed a member of the Finance Committee.

Notice of  
motion re  
amendment  
to By-Law  
No. 8

The Chancellor gave the following notice of motion:-

That By-Law No. 8 be amended by adding the following sub-  
section:-

(6) That the Bursar, forthwith after the submission to the Board of the estimate mentioned in sub-section (4) [and after submission to the Board of the statement mentioned in sub-section (5)], shall submit a copy of said estimate (and of said statement) to the Honourable the Treasurer of the Province.

The meeting adjourned at 6:10 p. m.

*Indefinite  
in P.*

Minutes confirmed.

*April 24<sup>th</sup> 1941*

*James Macdonald*  
Chairman.



Minutes of the meeting of the Board of Governors held  
in the Board Room, Simcoe Hall, on Thursday, April 24th, 1941, at 4 p.m.

Present -

The Chairman (Dr. Macdonald)	Mr. Neilly
The Vice-Chairman	Mr. Duncan
The Chancellor	Hon. Dr. Bruce
The President	Mr. Morrow
Mr. McCulloch	Mr. Burns
Chief Justice Rose	Dr. Anderson

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Mr. Ross	Mr. LaBine
Mr. Osler	Mr. Rogers

The minutes of the last meeting were read and confirmed.

Arising out of the minutes the following matters were dealt with:-

By-Law No.  
37 to amend  
By-Law No.  
8 "respect-  
ing the  
Finance  
Committee"

In connection with the following notice of motion given by the Chancellor -

"That By-Law No. 8 be amended by adding the following sub-section:-  
(6) That the Bursar, forthwith after the submission to the Board of the estimate mentioned in sub-section (4) and after submission to the Board of the statement mentioned in sub-section (5), shall submit a copy of said estimate and of said statement to the Honourable the Treasurer of the Province"

the above wording was modified by omitting the reference to the "statement" mentioned in sub-section (5), and

It was moved by the Chancellor,  
Seconded by Mr. Burns,  
And Resolved -

That By-Law No. 37, to amend By-Law No. 8 "respecting the Finance Committee", be passed as follows:-

BY-LAW NUMBER 37

To amend By-Law Number 8, "Respecting the Finance Committee".

BE IT ENACTED by the Governors of the University of Toronto:-

THAT By-Law Number 8 be and is hereby amended by adding to sub-section (4) thereof the following words - "and the Board shall submit a copy of said estimate to the Honourable the Minister of Education and to the Honourable the Provincial Treasurer".

Passed this 24th day of April, 1941.

(Sgd) D. Bruce Macdonald (L.S.)  
Chairman



President  
named as  
Chairman  
of Banting  
Committee

With reference to the appointment of the Standing Committee respecting the observance of the anniversary of Sir Frederick Banting's death, the President was named as Chairman of this Committee.

The following communications were presented:-

Letter of  
apprecia-  
tion from  
Dr. C. H.  
Best, and  
his resig-  
nation in  
Connaught  
Laborator-  
ies and  
School of  
Hygiene

From Dr. C. H. Best acknowledging with appreciation the official notice of his appointment as Director and Professor of the Banting and Best Department of Medical Research, and in this connection the President presented a further letter from Dr. Best enclosing a copy of his formal resignation to Dr. Defries from the positions of Head of the Department of Physiological Hygiene, School of Hygiene, and Associate Director of the Connaught Laboratories.

Position  
of Dean of  
Applied  
Science  
offered to  
Dr. C. J.  
Mackenzie

From Dr. C. J. Mackenzie expressing appreciation of the offer of the position of Dean of the Faculty of Applied Science and Engineering at the University of Toronto, and the Board acceded to his request that as he was extremely busy he be permitted to consider the matter and give a final decision during the first week in June.

Letter of  
thanks  
from U. of  
T. Women's  
War Ser-  
vice Com-  
mittee

From Mrs. Duncan Gillies, Treasurer of the University of Toronto Women's War Service Committee, conveying the thanks of the Committee for the \$200 sent to her for work in connection with British Overseas Children, being the amount returned by Dr. David Cheever as remuneration in connection with the Donald Balfour Lecture with the request that the money be used for some Canadian war charity.

Forest  
School  
Practice  
Camp,  
Sherborne,  
and estim-  
ated cost

From Professor G. G. Cosens stating that in connection with the contemplated improvements by the Government to the property already allocated for the University's Forest School Practice Camp, the carrying charges on the license would be \$6.40 per square mile Fire Tax and Ground Rent of \$5.00 per square mile, or an annual charge of approximately \$100.00. As there was a possibility, however, that this annual charge would be ignored by the Department of Lands and Forests, the Board confirmed their previous decision that it would be more desirable to defer completion of definite arrangements until some later date.

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

Appoint-  
mentsFor the Session 1940-41Faculty of Medicine:Pathology & Bacteriology:

C. E. Lindanfield	- Fellow in Pathology for April, May and June (vica A. L. Gordon, resigned)	\$212.50
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School of Hygiene:

Miss M. C. Woodside	- Public Health Nurse Interna for May, June & July (vice Miss J. Hoffman, resigned)	\$60 per mo.
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Department of University Extension & Publicity:Workers' Educational Association Classes:Tutors:

J. D. Robins	- English	\$50
W. G. Frisby	- Public Spaaing	50
H. J. Beveridge	- Labour Organization	50
L. T. Morgan	- Economic History	50
Bora Laskin	- Labour Law	54
C. W. M. Hart	- Sociology	60
K. S. Bernhardt	- Psychology	80
E. T. Waters	- Scienca	17.50
Mack Eastman	- Current Events	58.50

Hamilton:

G. A. McMullen	- Public Speaking	50
Alex. Wingfield	- Psychology	50
G. E. Price	-	50

Stratford:

S. F. Maine	- Currant Events	40
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Oshawa:

A. Slyfield	- Public Speaking and Literature	50
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Sault Ste. Marie:

W. G. Becking	- Public Speaking	37.50
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Brantford:

R. W. E. McFadden	- Biology	50
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Kingston:

R. M. Winter	- Current Events	50
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Special Research:Engineering: Research Assistants:Electrical Engineering:

R. C. Anthes	- May and Juna	\$125 per mo.
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Chemical Engineering:

M. Adelman	)	175	"	"
B. Marks	)	175	"	"
L. J. Rubin	)	175	"	"
J. O. Thompson	)	175	"	"
W. H. MacElhinney	- May and June	150	"	"
R. G. Billinghamurst	)	125	"	"
E. B. Trickay	)	125	"	"
E. T. Williams	)	125	"	"

Notice of  
motion re  
change of  
title for  
Dr. B.  
Haurwitz,  
Department  
of Physics

The President gave notice that he would move at the next meeting for the appointment of Dr. B. Haurwitz as Associate Professor of Dynamic Mateorology in the Department of Physics, without salary, in accordance with a request transmitted by Profassor Burton from the Department of Transport to change his present title of "Honourary Special Lecturer" to one more in keeping with his position and achievements and which could ba insarted on the title page of Dr. Haurwitz' new book which is about to be published.

Other recommendations by the President were approved

as follows:-

Authority  
for em-  
ployment  
of persons  
for course  
to radio  
mechanics,  
Physics

That Professor E. F. Burton be allowed to engage the following members of the permanent staff of the Department of Physics in the Summer work for the training of radio mechanics under the R.C.A.F. plan:-

Professors E. F. Burton	Professors M. F. Crawford	} each at		
J. Satterly	C. Barnes		} \$70 per	
H. J. C. Ireton	A. Pitt			} week
H. G. Smith				

and that in addition to the above he be allowed to employ Demonstrators as required and to arrange for extra assistance in the office and laboratory.

Resigna-  
tions

That the following resignations be accepted:-

From Dr. D. B. Avison, Assistant Director of Field Training in the Department of Epidemiology and Biometrics, School of Hygiene, effective 30 April, 1941, as his services were urgently needed by the Department of National Health at St. John, N. B.

From Miss D. M. Percy, Lecturer in the School of Nursing, effective 30 June, 1941, in order to accept an appointment as a Nursing Sister in the R.C.A.M.C. (University's contribution to Teachers' Insurance and Annuity Association discontinued).

From Dr. A. L. Gordon, Fellow in the Department of Pathology and Bacteriology, effective 1 April, 1941, who had been called for military service.

Leave of  
absence to  
Mr. J.C.  
Workman,  
U.T.S.

That Mr. J. C. Workman, Instructor in the University of Toronto Schools, be granted an extension of sick leave with salary until the end of May. This recommendation also had the approval of the Minister of Education.

Additional  
appropria-  
tion for  
Fine Art

That an additional sum of \$36.00 be granted to the appropriation for "Slides, Journals, etc." in the Department of Fine Art, available for the balance of the fiscal year 1940-41.

Confirma-  
tion of  
transfer  
in Chem-  
ical En-  
gineering

That confirmation be given to the tentative approval of the President, in view of the urgency of the matter, for a transfer in the Department of Chemical Engineering of the sum of \$280 from the appropriation for "Supplies" to that for "Apparatus" to take care of a requisition submitted by Professor Bain for lockers to be provided.

Remission  
of tuition  
fees re  
N. R. C.  
Bursary

That a remission of tuition fees be granted to Mr. J. J. Miller,  
89 Charles Street West, Toronto, while he is enrolled in the School of  
Graduate Studies under a National Research Council bursary.

Radio Tech-  
nicians'  
Course re-  
quested by  
Dominion  
Government

In connection with the course requested by the Govern-  
ment for the training of 500 Airmen as radio technicians, the President  
presented a form of agreement between His Majesty the King, represented  
by the Honourable the Minister of National Defence for Air, and the Gov-  
ernors of the University of Toronto. This agreement provided for a  
course of fourteen weeks' duration, to commence on May 26th, 1941, dur-  
ing which suitable facilities and accommodation would be provided by  
the University. A syllabus to be followed was attached to the agree-  
ment, and the total amount to be paid by the Government was \$100,000.,  
50% of which would be paid upon execution of the agreement; 25% at the  
expiration of six weeks after the commencement of the course, and the  
balance on the completion of the course.

Upon motion of Mr. Morrow,  
Seconded by Hon. Dr. Bruce,  
It was Resolved -

That approval be and it is hereby given  
for the signing of the above-mentioned agreement by the Chair-  
man and the Bursar.

Proposed  
equipment,  
accommoda-  
tion, etc.  
for above  
course

The President also presented a letter from Professor  
Burton outlining certain proposed changes in physical equipment, accom-  
modation, etc., necessary for his department in the event of possible  
future requests from the Government to continue indefinitely the train-  
ing of large numbers of men as radio technicians, and this matter was  
referred to the Property Committee for consideration.

Other communications were presented and dealt with  
as follows:-

Statutes  
of Senate

From the Registrar forwarding for the approval of the Board  
Statutes of Senate Numbers -

- 1497 - respecting the Calendar of the Faculty of Music for 1941-42
- 1505 - " " Lachlan Gilchrist Geophysics Scholarships
- 1506 - " " School of Social Work

which Statutes having been severally read were approved.

Statute  
of Senate  
re School  
of Law

Also from the Registrar transmitting for approval Statute  
of Senate Number 1507 respecting the School of Law of the University  
of Toronto. Following the approval of this Statute by the Board the  
following were appointed members of the Faculty of the School of Law  
upon the President's recommendation:-



School of  
Law  
(Cont'd)

W. P. M. Kennedy	- Professor of Constitutional Law and Chairman of the Faculty of the School of Law
F. C. Auld	- Professor of Jurisprudence in the Faculty of the School of Law
J. Finkelman	- Associate Professor of Industrial and Administrative Law in the Faculty of the School of Law
J. E. M. Hancock	- Assistant Professor of Law in the Faculty of the School of Law
B. Laskin	- Lecturer in Law in the Faculty of the School of Law
H. G. Fox	- Lecturer in the Law of Industrial Property in the Faculty of the School of Law
K. G. Gray	- Lecturer in Criminal Law and Criminology in the Faculty of the School of Law

In this connection there was presented a letter from Professor W. P. M. Kennedy, on behalf of the staff in Law, conveying to the President personally and to the Board of Governors sincerest thanks for the courtesy and co-operation given in connection with the School of Law; and also expressing on behalf of the graduates in Law a desire to co-operate in every way and to continue their support in scholarships and prizes and in their assistance to the Law library.

Statute  
of Senate  
re "John  
Macara,  
Barrister  
of Goder-  
ich, Schol-  
arship"

Also from the Registrar transmitting for approval Statute of Senate Number 1446 respecting the "John Macara, Barrister of Goderich, Scholarship". Approval was given to this Statute, which provided for the award of the scholarship this Session to be made to Mr. H. M. Prinsep, an undergraduate enrolled in the Second Year of the Honour Course in Classics, the amount of the award to be the sum of money received from the Girard Trust Company during the Session in which the award is made.

National Re-  
search  
Council  
(W.T. & S.  
D. Committee)  
grant re  
Barrett -  
School of  
Hygiene

From Dr. H. M. Barrett of the School of Hygiene advising of a grant to the Department of Physiological Hygiene of \$2,000 to be made available by the War Technical and Scientific Development Committee of the National Research Council for the prosecution of a war research project to be known as C-1000-22. The Governors were very pleased to learn of this additional donation from the Committee, and they approved of Dr. Barrett's request, which had been concurred in by Dr. Best, that orders for the necessary animals, etc., be placed now and charged against this fund, but that if the money was not received they would be charged against the Rockefeller grant for "Supplies" in the department.



Letter of  
apprecia-  
tion from  
Royal  
Canadian  
Institute

From Mr. Willis Maclachlan, President of the Royal Canadian Institute, advising the Chairman, Dr. Bruce Macdonald, of a resolution passed at their annual meeting expressing thanks to the Board for their co-operation in furthering the work of the Institute by allowing the use of Convocation Hall for the Saturday evening lectures.

Donations -

The following donations were reported and were accepted with thanks and appreciation:-

Rockefeller  
grant, School  
of Hygiene

\$1,175 from the Rockefeller Foundation being quarterly instalment of grant for Field Training facilities for students in the School of Hygiene.

National Re-  
search Council  
grant, Physics

900 from the National Research Council on behalf of the War Technical and Scientific Development Committee as a further grant in the Department of Physics for war research project P.1000-2.

Mr. J.B. Bicker-  
steth's war  
work

The President reported that he had been informed that Mr. J. B. Bickersteth, Warden of Hart House, who had been granted leave of absence to 30 June, 1941, was now acting as an Educational Officer and was in receipt of salary from the Dominion Government, and that Mr. Bickersteth was satisfied with the present arrangements.

Wenner-Gren  
Geophysics  
Fund (Viking  
Foundation)

Copies of a booklet entitled "Proceedings of the Public Presentation to the University of Toronto of a donation from the Viking Foundation inaugurating the Wenner-Gren Geophysics Fund" were distributed to the members of the Board.

Finance Com-  
mittee meet-  
ing

In connection with the meeting of the Finance Committee, which had been called for Monday, April 28th, the Chairman suggested that as many members of the Board as possible attend this meeting as the Estimates for 1941-42 were to be considered.

The meeting adjourned at 5:20 p. m.

*Indesed  
20.8*  
Minutes confirmed.

*May 8th 1941*

*W. Maclachlan*  
Chairman.



Minutes of the meeting of the Board of Governors held  
in the Board Room, Simeoe Hall, on Thursday, May 8th, 1941, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)	Dr. Anderson
The Chancellor	Chief Justice Rose
The President	Mr. Neilly
Mr. Ross	Mr. Burns
Mr. Osler	Mr. Duncan

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the  
Secretary reported that he had been informed on behalf of the following  
members that they would be unable to attend:-

Mr. LaBine	Mr. Rogers
Hon. Dr. Bruce	Mr. Morrow

The minutes of the last meeting were read and confirmed.

Proposed  
appoint-  
ment of  
Dr. B.  
Haurwitz

Arising out of the minutes the Board decided, in view  
of a change in the situation regarding the proposed appointment of Dr. B.  
Haurwitz as Associate Professor of Dynamic Meteorology in the Department  
of Physics, that this matter be left in abeyance.

Appoint-  
ments

The following appointments were made upon the recommen-  
dation of the President and the salaries were fixed at the amounts set  
opposite the respective names:-

Library:  
Miss Margaret Carson - Assistant from 1 July, 1941 (vice  
Miss I. Hill, resigned) \$1,200 per an.

For the Session 1940-41

Faculty of Arts:

Physics:

N. B. Keevil

- Research Associate in Geophysics for  
May and June \$125 per mo.

R. F. Errington

- Fellow in Geophysics for May  
and June 125 " "

Faculty of Medicine:

Obstetrics & Gynaecology:

Miss Lucie van der Hoorn - Secretary for May and June  
(vice Miss V. Wilgar, resigned)  
\$75 " "

Appoint-  
ments  
(Cont'd)

Department of University Extension & Publicity:

Course in Aerial Navigation:

R. F. Legget	) Special Instructors	\$150
M. J. C. Lazier		150
Evening Tutorial Classes:		
Stuart L. Thompson	- Instructor in Nature Study	50

Special Research:

Engineering:

Civil Engineering: Surveying & Geodesy:

H. V. Steer	- Mechanic for May and June	\$150 per mo.
E. L. Dodington	- Research Assistant for May and half of June	160 " "

Other recommendations by the President were approved

as follows:-

Special  
instruc-  
tion in  
Mathem-  
atics  
for  
Radio  
Techni-  
cians'  
Course

That in connection with the Radio Technicians' course in the Department of Physics Professor Burton be given authority to arrange with Dean Beatty to have some members of the staff of the Department of Mathematics give a course of lectures to those students whose mathematical knowledge is not up to the Upper School grade, and that payment be made at the rate of \$70 a week to the lecturers, who will probably be Dean Beatty, Professor I. R. Pounder and Dr. D. B. DeLury.

Resigna-  
tions of

That the following resignations be accepted:-

Miss S.  
Gairns

From Miss Sadie Gairns, Research Associate in the Department of Medical Research - Banting, effective 30 June, 1941. In this connection the Board expressed appreciation of Miss Gairns' long and valued services, and the President was authorized to arrange with her to go over the University files in the Department with Professor Velyien Henderson before her departure.

Mr. A. J.  
Bohnen

From Mr. A. J. Bohnen, a Research Assistant in the Department of Educational Research, Ontario College of Education, effective 1 May, 1941.

Leave of  
absence  
to Dr. F.  
E. J. Fry

That leave of absence with salary be granted to Dr. F. E. J. Fry of the Department of Biology for the months of May to September, 1941, inclusive, in order that he may accept a position with the Université de Montreal in connection with a biological survey to be financed by the Quebec Government.

Extension  
of leave  
of absence  
to Mr. J.  
B. Bicker-  
steth

That the leave of absence granted to Mr. J. B. Bickersteth, Warden of Hart House, to 30 June, 1941, be extended for the year 1941-42 without salary, and that in accordance with the present arrangement his contributions to the Pension Fund during that period be assumed by the University.

Special  
instruc-  
tion to  
chemical  
students  
re inspec-  
tion of  
explosives

That Professor Kanrick be authorized to provide special instruction, at the request of Mr. Wilde, Inspector of Explosives, Inspection Board of United Kingdom and Canada, for chemical students in connection with the inspection of explosives, and that the following arrangements be approved:-

- (1) That the proposed course be given during the months of June and July, beginning after the Niagara camp, and that no charge be made to the students except for breakages;
- (2) That as agreed upon by Dr. H. Fischer the estimated amount of \$800 for special apparatus be charged against his appropriation in Organic Chemistry Research for "Supplies, apparatus, and equipment";
- (3) That at the suggestion of Canadian Industries Limited Professor F. E. Beamish be permitted to go to their plant near Montreal for instruction in special methods of analysis, and that he be allowed the sum of \$100 for living and travelling expenses, to be charged to the appropriation for "Assistants" in the Department of Chemistry;
- (4) That in compliance with Dr. Fischer's request, and in view of the consideration as above shown by him, the sum of \$100 be also charged against the vote for "Assistants" in Chemistry to cover the living expenses of Dr. J. C. Sowden for about two weeks at Wilmington, Delaware, where he is to do some research work for Dr. Fischer.

While approving of the proposals as outlined above to a total of \$1,000., the Board felt that the University should be re-imbursed by the Government for these expenditures, and that enquiries should be made of General Locke of the Inspection Board as to provision for insurance covering liability, in view of the danger of explosives, and who would be responsible for providing such protection.

Changes  
in appro-  
priations  
in Depart-  
ment of  
Electrical  
Engineer-  
ing

That the following arrangements in the Department of Electrical Engineering be authorized for the balance of the present fiscal year:-

- (1) Departmental appropriations:  
That an additional sum of \$250 be voted for the appropriation for "Supplies".
- (2) "Short Wave" expenditures:  
That in connection with the amounts of -
  - (a) \$3,000 - for apparatus
  - (b) \$1,000 - for salary of mechanic
  - (c) \$200 - for erection of shelter
 which were allocated from the Wallberg Bequest by the Board on October 10th, 1940, for expenditures in connection with the "Short Wave" work, there be transferred now to the "Apparatus" account the sum of \$498.70 which is stated will be available in the appropriation of \$1,000 for the salary of a mechanic.



Balance  
in Navy  
Technical  
Fund in  
Physics  
to be  
carried  
forward

That the balance remaining in the fund from the Government grant for Navy Technical classes in the Department of Physics be carried forward in this fund to 1941-42, when a disposition of the same will then be made by the Board. The President reported at the same time on the possible further development of these classes.

Balance  
in Aerial  
Navigation  
Fund to  
be  
carried  
forward

Also that \$6,000.00 remaining in the fund for the Course in Aerial Navigation in the Department of University Extension and Publicity be carried forward to next year in order to provide for further anticipated developments in this course.

Additional  
vote  
in Press

That an additional sum of \$800 be granted towards the appropriation for "Microscopes" in the budget of the University Press.

Transfers  
in appro-  
priations

That the following transfers in appropriations be made:-

Pathology & Bacteriology:

From "Museum Supplies"  
To "Alterations in Museum" - \$100.00

Surgery:

From "Museum of Applied Anatomy"  
To "Supplies and Apparatus" - 110.00

Hygiene & Preventive Medicine:

From "Salaries"  
To "Supplies and Apparatus" - \$129.40  
"Cleaner" - 100.00 - 229.40

Ontario College of Education:

From "Unexpended balance in Carnegie grant"  
To "Library of the Research Department" - 150.58

Special Research:

Engineering:

From "Expense Account, Department of Applied Physics"  
To "Salaries " " " Civil Engineering:  
Surveying & Geodesy" - 163.50  
From "Expense Account, Department of Electrical "  
To "Salaries" " " " Civil Engineering:  
Surveying & Geodesy" - 375.00  
From "Expense Account, Department of Chemical Eng'g"  
To "Salaries" " " Civil Eng'g: Surveying & Geodesy"- 1.50

Payment of  
\$50 to Miss  
D. Birkett  
for special  
work

That the sum of \$50 be paid to Miss Doris Birkett as remuneration for special secretarial work for the School of Engineering Research during the present Session, this to be provided from the appropriation for "Printing Bulletins, etc."

Communications were presented and dealt with as follows:-

Statute  
of Senate  
re Calendar  
of  
Faculty  
of Arts

From the Registrar transmitting for approval Statute of Senate Number 1498 respecting the Calendar of the Faculty of Arts for the Session 1941-42, which Statute having been read was approved. This Calendar included the first reference to the composite fees recently authorized and the Governors were very pleased with the concise manner in which they were presented.

Proposed  
extension  
to Physics  
building

From Professor Burton stating that the Superintendent of the University was preparing an estimate of the cost of an extension to the Physics building which was deemed advisable in view of the Government's intention to continue indefinitely the courses for Radio Technicians.

Letter of  
apprecia-  
tion from  
Dr. Lucas  
re Govern-  
ment grants

From Dr. C. C. Lucas, of the Department of Medical Research - Banting, expressing appreciation and thanks for the spirit of co-operation from the Bursar and his staff in connection with the handling of the National Research Council grants for war research in that department.

Estate of  
H. V. H.  
Cawthra

From the Solicitor transmitting a notarial copy of the letters probate of the Will of the late Mr. H. V. H. Cawthra, together with copy of the order on passing accounts. This Estate was valued at approximately \$236,000., and the University of Toronto and the Toronto General Hospital were named as residuary legatees under the terms of the Will.

Leaside  
Engineer-  
ing state-  
ment and  
proxy

From the Secretary of the Leaside Engineering Company Limited enclosing copy of the audited financial statement for the fiscal year ending 28 February, 1941, together with form of proxy for the Annual General Meeting to be held on Tuesday, May 20th, which the Board authorized to be signed on their behalf.

Wm. Neilson  
proxy for  
annual  
meeting

From the Secretary of William Neilson Limited transmitting form of proxy for the Annual General Meeting to be held on Wednesday, 14 May, 1941, and this form was also authorized for completion.

Authority  
for Chair-  
man and  
Bursar to  
sign future  
forms of  
proxy

In connection with any future forms of proxy for Annual Meetings,

It was moved by Mr. Neilly,  
Seconded by Mr. Osler,  
And Resolved -

That the Chairman and the Bursar be authorized to sign such forms of proxy as in their discretion they may deem advisable.

Authority  
for grant-  
ing future  
requests  
for depart-  
mental  
transfers

Upon motion of Mr. Burns,  
Seconded by Mr. Duncan,  
It was Resolved -

That the Chairman, the President, and the Bursar be authorized to deal with any requests for transfers in departmental appropriations up to a maximum of \$200.

## Donations -

The following donations were reported and were ac-

cepted with thanks and appreciation:-

Aviation Medical Research - Price	\$4,000.00	as an accountable advance from the National Research Council on the grant for Aviation Medical Research - H. W. Price (formerly known as Aviation Medical Research - Banting - Price).
Dental Technicians	3,240.00	from the Department of National Defence as an advance in connection with the grant for Dental Technicians' Course to be given to personnel of the Canadian Dental Corps.
Aviation-Psychology	1,508.82	from the National Research Council as an advance on a further grant of \$6,000 for Aviation Research - Psychology under Professor E. A. Bott.
Columbian Carbon Co.	1,123.60	from Columbian Carbon Company of New York as the fourth and final instalment (plus U.S. premium) on their fellowship of \$4,000 in the Department of Physics.
Bio-Chemistry - Dr. Young	240.00	from the War Technical and Scientific Development Committee of the National Research Council for war research Project No. C-1000-21 in the Department of Bio-Chemistry under Dr. Leslie Young.

Finance Committee Report re Estimates for 1941-42

Upon motion of Mr. Ross, seconded by Mr. Osler, the following Report Number 140 of the Finance Committee was presented and approved, and it was resolved -

That the Board hereby approves of the Estimates for the fiscal year ending 30 June, 1942, as now submitted by the Finance Committee, as follows:-

Expenditure	\$3,117,910.00
Of which chargeable to Special Funds	136,547.00
Chargeable to general revenue	2,981,363.00
Estimated available general revenue	2,730,000.00
Difference to be provided	\$ 251,363.00

Report Number 140 of the Finance Committee

The Finance Committee begs to report to the Board of Governors:-

- |  |  |
|--|--|
| University Estimates                       | 1. After most careful scrutiny and consideration your Committee recommends for approval the Estimates of the University for the fiscal year 1941-42 as transmitted herewith.   |
| Athletic Association Estimates             | 2. Your Committee has also considered the Estimates of the Athletic Association for the fiscal year 1941-42 and recommends the same for the approval of the Board.   |
| Toronto Conservatory of Music Estimates    | 3. Consideration has also been given by your Committee to the Estimates of the Toronto Conservatory of Music for the fiscal year 1941-42 and it recommends that approval be given to these Estimates on condition that the vote in the University Estimates in connection with the same does not exceed the sum of \$11,000.00.              |
| Students' Administrative Council Estimates | 4. Your Committee has also taken up for consideration the Estimates of the Students' Administrative Council for the fiscal year 1941-42, and, in addition to recommending these Estimates for approval as transmitted, your Committee also recommends an increase of \$100.00 in the salary of the Secretary-Treasurer, Mr. E. A. Macdonald. |

As Mr. Macdonald states in his covering letter that it will be necessary, on account of his absence from the Council on military duty, to engage extra assistance in the office, your Committee recommends that the President be given authority to arrange with the Secretary-Treasurer what amount of his salary should be repaid to the Council from his military pay in order to provide for this extra assistance.

## Trust Funds

5. Your Committee begs to report that it still has under consideration the matter of Trust Funds referred to it.

All of which is respectfully submitted.

5th May, 1941.

(Sgd) Geo. H. Ross  
Chairman.

Division  
of Pre-  
sident's  
salary

In view of the request of the President that provision be made for a division of his present salary of \$15,000.00 per annum -

It was moved by Mr. Ross,  
Seconded by Mr. Duncan,  
And Resolved -

That commencing with 1st July, 1941, this sum of \$15,000.00 be apportioned as follows:-

Salary	-	\$13,500.00
Expenses	-	1,500.00
		<u>\$15,000.00</u>

Apportion-  
ment of  
Govern-  
ment's  
grant to  
Banting  
and Best  
Research  
Fund

In connection with the apportionment of the \$10,000.00 Provincial Government grant to the Banting and Best Research Fund, referred to in the minutes of the Board of 10 May, 1923,

It was moved by Mr. Osler,  
Seconded by Mr. Neilly,  
And Resolved -

That in view of the death of Sir Frederick Banting and the appointment of Dr. C. H. Best as Director of the Banting and Best Department of Medical Research, the following division of this \$10,000.00 grant be made:-

Professor Best's salary	-	\$ 5,000.00
Other salaries and expenses	-	5,000.00
		<u>\$10,000.00</u>

Copies of  
Estimates  
to be sent  
to Govern-  
ment

In view of the recent amendment to By-Law Number 8 respecting the Finance Committee -

It was moved by Mr. Ross,  
Seconded by Mr. Osler,  
And Resolved,

That copies of the Estimates for the fiscal year 1941-42 as hereby approved be transmitted to the Minister of Education and to the Provincial Treasurer.

Congratu-  
lations to  
Mr. Ross,  
the Presi-  
dent and  
Bursar re  
Estimates

Congratulations were extended to the Chairman of the Finance Committee, Mr. Ross, the President, and the Bursar, for the excellent manner in which the Estimates had been prepared and presented.

Payment of  
two months'  
salary of  
late Miss  
E. Link to  
her father

The Bursar reported to the Board the death, after a short illness, of Miss E. W. Link, an Assistant in his office since February, 1939, and in view of Miss Link's extremely efficient and conscientious performance of her duties approval was given to the Bursar's recommendation that the salary which she would have received for the balance of the fiscal year 1940-41, viz: \$158.32, be paid to her father, Mr. W. E. Link.



Current  
Expendi-  
ture

The Bursar presented his statement, certified by the Auditor, of the expenditure made by him from the Accountable Warrant authorized on April 10th, 1941, and the same was laid on the table. Also his Estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the balance of the month of May and the first part of the month of June. Ordered that an Accountable Warrant for Three Hundred Thousand Dollars (\$300,000) be issued to the Bursar.

Resolu-  
tion of  
condol-  
ence re  
death of  
Sir Fred-  
erick  
Banting

The President informed the Governors that the Board of Regents of the University of the State of New York had formally adopted a resolution of condolence in connection with the death of Sir Frederick Banting and had requested him to present it to the representative of the family. He reported that he had done this and given the resolution to Lady Banting.

Salaries  
in Con-  
naught  
Labora-  
tories

Mr. Nailly reported that the salaries paid to some members of the staff in the Connaught Laboratories had been questioned and he was authorized to consult with the Minister of Health in connection with the same.

*Indefinite*  
*M.B.*

The meeting adjourned at 6:05 p. m.

Minutes confirmed.

*May 22nd, 1941*

*James Macdonald*

Chairman.



Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, May 22nd, 1941, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)	Mr. Neilly
The Vice-Chairman	Mr. LaBine
The Chancellor	Mr. Ross
The President	Mr. Duncan
Mr. Morrow	Chief Justice Rose

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Hon. Dr. Bruce	Dr. Anderson
Hon. Dr. Kelly	Mr. Rogers
Mr. Burns	

The minutes of the last meeting were read and confirmed.

Arising out of the minutes the following matters were dealt with:-

Provision  
for lia-  
bility in-  
surance  
re course  
on Inspec-  
tion of  
Explosives

In connection with the special instruction to Chemical students regarding the Inspection of Explosives being given at the request of the Inspection Board of the United Kingdom and Canada, the President reported that Professor Kenrick and Professor Gordon were taking up the question raised by the University Board as to provision for liability insurance in view of the dangerous nature of this work; and that while it had been ascertained that the National Research Council carried insurance in connection with all projects sponsored by it, an endeavour was being made to obtain further information in the matter.

Request  
for fur-  
ther con-  
sideration  
from Mr.  
W.E.Link

There was read a letter from Mr. W. E. Link, who had been paid two months' salary of his daughter, the late Miss E. W. Link, an Assistant in the Bursar's Office, asking if it were possible for the Board to grant some additional consideration, but after discussing the matter the Board directed the Secretary to inform Mr. Link that they regretted they were unable to do anything further in this connection.

Letter of  
thanks  
from the  
Conserva-  
tory for  
grant for  
1941-42

There was also read a letter from the Secretary-Treasurer of the Toronto Conservatory of Music assuring the Board that the \$11,000 grant from the University for 1941-42, which was an increase of \$1,000 over the previous year, would be most welcome in carrying on their work.

Appoint-  
ments

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

School of Hygiene:

Department of Physiological Hygiene:

D. Y. Solandt	- Acting Head of Department for 1941-42 (no additional salary)	
Miss E. James	- Technical Assistant - 1 June, 1941, to 30 June, 1942	\$50 per mo. and 55 " "

Department of Epidemiology & Biometrics:

J. H. Baillie	- Lecturer in Epidemiology from 19 May to 30 June, 1941	250 " "
Miss A. E. C. Riggs	- Fellow in Epidemiology for June, 1941, and for 1941-42	125 " "

School of Nursing:

Miss R. Leavens	- Instruction in Nursing for May and June	\$111
Mrs. F. E. Woodcock	- Instruction in Massage, 1940-41	105

Ontario College of Education:

Library School Instructors for 1941-42:

Miss L. H. Smith	- Work with Boys and Girls	450
W. S. Wallace	- College & University Libraries	350
Angus Mowat	- Administration of Libraries	150
C. R. Sanderson	- Circulation of Books	150
Miss Jean Merchant	- School Libraries	150
Miss M. E. M. Poole	- Special Libraries	150
Miss Frances Trotter	- Story-Telling	150

Department of Educational Research: for 1941-42:

Miss K. M. Hobday	- Secretary & Research Assistant	2,100
Miss Margaret Graham	- Clerical Assistant	1,500
Miss Marjorie Spalding	- " "	1,400

Institute of Child Study, 1941-42:

Dr. W. E. Blatz	- Director	500
Miss M. Poppleton	- Secretary	1,600
Miss M. Fletcher	- Principal	1,400
Miss D. Millichamp	- Assistant Director	1,500
Dr. K. S. Bernhardt	- " "	700
Miss J. Gillies	- Assistant Secretary	1,000
Miss H. Shepherd	- Research Assistant	1,000

Special Research:

Medical Research - Banting:

Research Assistants:

D. W. Loughheed	- from 1 June to 30 Sept., 1941	\$75 per mo.
C. R. Collins-Williams	- " 1 " " 31 Aug., 1941	75 " "
Assistants: from 1 June to 31 August, 1941:		
E. B. Cahoon	)	70 " "
C. F. Sears	)	70 " "
L. N. Roberts	)	60 " "

Botany:

J. J. Miller	- Research Assistant, from 1st to 15 June, 1941	\$40
--------------	--	------

Students' Administrative Council: 1941-42:

E. A. Macdonald	- General Secretary-Treasurer	\$4,000
Miss A. E. M. Parkes	- Associate Secretary	900

Other recommendations by the President were approved as follows:-

Bonus to  
Leonard  
Smith,  
President's  
Office

That Leonard Smith be granted a bonus of \$100 for special services in the President's Office due to the retirement of Miss A. W. Patterson as Secretary to the President, this to be taken from the amount in the Estimates voted for the President's Secretary for 1940-41.

Payment of  
\$75 to Dr.  
Mary Ross

That Dr. Mary Ross, Assistant Professor of Biometrics in the School of Hygiene, be paid an additional \$75 for extra time devoted to the training of part-time Health Officers during 1940-41, this amount to be charged to the grant from the Rockefeller Foundation for this course.

Increases  
in salary  
to Miss J.  
Patterson  
and Miss  
J. Smith,  
School of  
Hygiene

That increases in salary for 1941-42 be granted to the following members of the staff of the Department of Physiological Hygiene, School of Hygiene:-

Miss Jean Patterson - Research Assistant -	from \$1,440 to \$1,550
Miss Joan Smith - Technical Assistant -	" \$ 660 " 720

Leave of  
absence to  
Mrs. John  
Ross

That Miss Hopper (Mrs. John Ross), an Assistant in the Medical Art Service, be granted leave of absence without salary from 22 May to 1 September, 1941, as her husband, Major Ross, to whom she was recently married, has been ordered to take an extended sick leave and go north; and also that Miss B. Stemler, who has been working in the department for the past month, be retained during the absence of Miss Hopper.

Resigna-  
tions

That the following resignations be accepted:-

From Dr. A. J. Kerwin, Lecturer in Pathology, to take effect 1 July, 1941, as he is joining the Royal Canadian Air Force; and that he be paid the full stipend to the end of June as his work for the year has been completed.

From Gordon F. Pringle, Technician in the Department of Surgery, as from 10 May, 1941.

From R. Hann, Technical Assistant in the Department of Physiological Hygiene, School of Hygiene, as from 10 May, 1941, as he has enlisted in the Royal Canadian Navy.

From Miss Neta Thompson, Technical Assistant in the Department of Physiological Hygiene, School of Hygiene, effective 30 June, 1941.

From Stanley Stringer, Technical Assistant in the Department of Medical Research, as from 19 May, 1941.

Budget of  
Institute  
of Child  
Study for  
1941-42

That the following tentative budget of the Institute of Child  
Study for 1941-42 be passed as follows:-

<u>Staff</u>		<u>Expenditure</u>	<u>Income</u>
Dr. W.E. Blatz	Dir.	\$ 500	School Fees \$3,300
Miss M. Poppleton	Sec'y	1,600	Occ. Ther. (Ext) 200
Miss M. Fletcher	Principal	1,400	Spec. Fees 900
Miss D. Millichamp	Asst. Dir.	1,500	
K.S. Bernhardt	" "	700	Approx. Balance 4,400
Miss J. Gillies	" Sec'y	1,000	from 1940-41 1,100
Miss H. Shepherd	Res. Worker	1,000	Dept. of Educ'n 5,000
Miss B. Gage	N.S. Ass't	600	Carnegie ?
Mrs. G. Kirkpatrick	Dietitian	350	
Dr. M. Northway		300	
		<u>\$8,950</u>	<u>\$10,500</u>

Communications were presented and dealt with as follows:-

Statutes  
of Senate

From the Registrar transmitting for approval Statutes of Senate  
Numbers -

- 1492 - Respecting the Curriculum in Veterinary Science for the Session 1941-1942
- 1493 - " " Curriculum in Agriculture for the Session 1941-42
- 1494 - " " Calendar of Admission Requirements and Scholarships for the Session 1941-1942 (replacing the Curriculum for Matriculation hitherto published)
- 1496 - " " Calendar of the School of Law for the Session 1941-1942.
- 1499 - " " Curriculum in Pharmacy for the Session 1941-1942
- 1508 - " " INCo Scholarship
- 1510 - " " M. M. Cohen Scholarship

which Statutes having been severally read were approved.

Request  
of Samuel  
Levine  
for re-  
instate-  
ment

From the Chancellor, Sir William Mulock, transmitting a letter from Samuel Levine asking for a renewal of his past association with the University upon his release from the Ontario Reformatory at Guelph. In this connection there were read two telegrams as follows:-

"Honourable Ernest Lapointe,  
Minister of Justice,  
Ottawa.

Samuel Levine, convicted under Defence of Canada Regulations Act, served his sentence and was discharged on fifteenth May but instead of being allowed his liberty was taken by Royal Canadian Mounted Police to Barracks at Toronto where he is now detained. May I ask why he is detained.  
Toronto, 18 May, 1941.

(Sgd) William Mulock."

"Sir William Mulock,  
518 Jarvis Street,  
Toronto.

Re Samuel Levine, your wire eighteenth. This party detained on grounds he is alleged to be active member Communist Party. He will have opportunity to object and have objection heard accordance Defence of Canada Regulations.

(Sgd) Ernest Lapointe,  
Minister of Justice."

The Board decided that no action should be taken in this case.



Provision  
in Will of  
John F.  
Gray for  
scholar-  
ships in  
Modern  
History

From Mr. John F. Gray, a member of the Royal Canadian Air Force, advising of the bequest to the University of his entire estate for the establishment of scholarships for some deserving students specializing in Modern History. He further stated that he had just completed the Third Year of the Modern History Course before his enlistment, and that on account of the peculiar details of the Will he had been requested by the Records Office to notify the University of the same. The Secretary was directed to convey to Mr. Gray the Board's thanks and appreciation of his thoughtfulness.

Schedule  
for pay-  
ment of  
fees at  
Univer-  
sity  
Schools

From Dr. A. C. Lewis recommending, with the approval of the Minister of Education, that in future the fees for students at the University Schools be paid in two instalments, and the Board approved of the following schedule drawn up by the Bursar for this purpose:-

Junior School:

First Term	-	\$25.00	payable upon registration in September
Second Term	-	25.00	" at opening of term in January

Senior School:

First Term	-	\$37.50	" upon registration in September
Second Term	-	37.50	" at opening of term in January

If there are two or more members of the same family in attendance the total fee is reduced by \$5.00 for each student; by terms the reduction is \$2.50 in each case.

Fees for the First Term must be paid before a student is enrolled for the Second Term. Fees for the Second Term must be paid on or before April 1st.

Audited  
state-  
ments of  
U. of T.  
Women's  
War Ser-  
vice Com-  
mittee

From the University of Toronto Women's War Service Committee transmitting audited statements of receipts and disbursements of their Central Committee and also of the Sub-Committee for British Overseas Children covering the periods from 30 November, 1939, to 31 March, 1941, which showed a surplus of \$14,000.

Donations -

The following donations were reported and were accepted with thanks and appreciation:-

National Research Council Grants:

Dr. H. C. Bazett, Medical Research	\$6,000.00	as an accountable advance in connection with a grant of \$15,000 to Dr. H. C. Bazett of the Department of Medical Research for investigations of fundamental factors determining efficiency of crews in aeroplanes and to be designated Project A.M.-1.
Prof. H. W. Price, Aviation Research	600.00	as a further accountable advance for research project No. A.M.-4 under the direction of Professor H.W. Price in connection with Aviation Medical Research





Report of  
Special  
Committee  
re Margaret  
Eaton  
School  
(Cont'd)

facilities the University will be expected -

- (a) to maintain the course in Health and Physical Education.
- (b) to include, for a period of three years, the name "The Margaret Eaton School" on the stationery and literature of the Department.
- (c) to permit the Margaret Eaton School graduates of the last four years, who have Senior Matriculation, and an average standing of 70% or over, to complete University Course in two years; the courses for which credit is given to be decided by the Department.
- (d) to provide the use of office staff for service of the Margaret Eaton School Alumnae with regard to positions, credentials, News Letters, etc.

3. The University will also require to appoint to positions on the staff of the Department of Physical and Health Education four indicated members of the present staff of the Margaret Eaton School at a cost of approximately \$7,175.00 annually, an amount which it would seem would be amply covered by fees to be received, judging from the experience of the Margaret Eaton School over a period of years.

It is to be noted that in his proposed organization of the Department Dr. Ryerson will require the services of the appointees designated, and that they are highly qualified. As Miss Coventry is resigning her position on the University staff at the end of June, Miss Somers' appointment would be most timely.

4. A proposal is also made that a Residence for out of town students, which has been maintained by the Margaret Eaton School, be continued by the University. Your Committee suggest that this question be referred to the President for report.

There is appended for your further information a statement regarding the Margaret Eaton School, and which is marked Exhibit A.

There is also appended and marked Exhibit B a letter from Mr. R. Y. Eaton to the President of the University agreeing to the proposal and offering two substantial scholarships in the Department.

In view of all the circumstances your Committee are of opinion and so recommend that the proposal of the amalgamation of the Margaret Eaton School with the Department of Physical and Health Education be approved on the conditions outlined and that the President be authorized to acknowledge Mr. R. Y. Eaton's letter and to accept with thanks the generous offer of the scholarships.

In submitting their finding the Committee report that in connection with the new course and the taking over of the Margaret Eaton School the estimated income is \$19,620.00 while the estimated cost for salaries and maintenance is \$12,340.00, leaving a balance of \$7,280.00.

Respectfully submitted,

(Sgd) D. Bruce Macdonald  
Chairman of Committee.

Invest-  
ment of  
\$100,000  
in new  
Victory  
Loan 1941

In connection with the forthcoming campaign for the  
Victory Loan of 1941 -

It was moved by Mr. Ross,  
Seconded by Mr. LaBine,  
And Resolved -

That authority be and is hereby given for the investment of the sum of One Hundred Thousand Dollars (\$100,000) in bonds of the Victory Loan of 1941, \$50,000 of this amount to be provided from the funds of the Connaught Laboratories and transmitted to the Bursar; the maturity of such bonds to be decided by the Chairman of the Finance Committee and the Bursar.

Current  
Expendi-  
ture

The Bursar reported that owing to expenses in connection with Dominion Government grants, special courses, etc., it was found necessary to apply for the sum of \$25,000 to defray Current Expenditure for the balance of the month of May and the first part of June in addition to the \$300,000 already authorized for this period, and it was ordered that an Accountable Warrant for Twenty-five Thousand Dollars (\$25,000) be issued to the Bursar.

Deletion  
of names  
from  
Univer-  
sity  
Estimates

In connection with the preparation of the University  
Estimates -

It was moved by Dr. Gibson,  
Seconded by Mr. Ross,  
And Resolved -

That in future in the preparation of the Estimates the names are not to appear but that any information necessary for the consideration of the same be contained in a master sheet.

Dean of  
the Fac-  
ulty of  
Applied  
Science

The President explained recent developments in connection with the appointment of the new Dean of the Faculty of Applied Science and Engineering, and stated that he would report further in this matter.

Possibi-  
lity of  
addition-  
al accom-  
modation  
for  
Govern-  
ment  
courses

With further reference to the possibility of additional courses of instruction being given by the University at the request of the Government in connection with war activities, the President reported that the Superintendent was proceeding with the preparation of estimates covering additional accommodation, etc.

Salaries  
in Con-  
naught  
Labora-  
tories

Regarding the authority given Mr. Neilly to communicate with the Provincial Minister of Health in connection with the salaries paid in the Connaught Laboratories, Mr. Neilly informed the Board that he had transmitted certain information to the Minister but had not yet received any reply.

*Indefinite  
on B.*

The meeting adjourned at 6 p. m.

Minutes confirmed.

*June 12<sup>th</sup> 1941*

*[Signature]*

Chairman.

Minutes of the meeting of the Board of Governors held  
in the Board Room, Simcoe Hall, on Thursday, June 12th, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)	Mr. Bryce
The Vice-Chairman	Mr. Rogers
The Chancellor	Mr. LaBine
The President	Mr. Ross
Chief Justice Rose	Mr. Duncan
Hon. Dr. Ferguson	Mr. Burns
Mr. Neilly	Dr. Anderson

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Mr. McCulloch  
Mr. Osler  
Hon. Dr. Bruce

The Minutes of the last meeting were read and confirmed.

Arising out of the minutes the following matters were dealt with:-

Invest-  
ment of  
\$100,000  
in Victory  
Loan, 1941

The Bursar reported that in accordance with the Board's instructions there had been purchased -

\$100,000 Dominion of Canada Victory Loan 1941 3% Bonds,  
due 15th June, 1951, fully registered in  
the name of the Governors of the Univer-  
sity

and that as previously arranged \$50,000 of this amount had been provided from the funds of the Connaught Laboratories.

Provision  
for lia-  
bility  
insurance  
re course  
on Inspec-  
tion of  
Explosives

The President explained further the situation regarding the proposed course to chemical students in connection with the Inspection of Explosives, and the Board expressed themselves as being very glad to carry on this work if the Government so desired but thought that provision should be made by the Government for insurance to cover any claims for damages which might arise as a result of the dangerous nature of this work, and the President was requested to see what arrangements could be made in this connection.



Proposed  
arrange-  
ments re  
Course on  
Physical  
& Health  
Education

Regarding the incorporation of the Margaret Eaton School in the Course on Physical and Health Education, the proposed arrangements in this department were presented by the President and approved, confirmation of the following estimates to be given at the next meeting of the Board:-

EXPENDITURES - 1941-42

SALARIES:

1. Physical Education

Men:

Assistant Professor, Warren A. Stevens	\$ 300.00
Assistant Professor, M. G. Griffiths	3,600.00
Associate, J. E. McCutcheon	100.00
Assistant, C. Zwygard	700.00

Women:

Assistant Professor, Miss J. M. Forster	200.00
Assistant Professor, Miss F. A. Somers	2,425.00
Assistant Professor, Miss D. N. R. Jackson	1,700.00
Associate, Miss S. E. Naylor	1,300.00
Assistant (Clerical and Gymnasium) Mrs. Margaret Graham	700.00
Assistant (Remedial Gymnastics) Mrs. G. Finley	100.00
Secretary, Miss C. H. Layton	1,750.00
	<u>\$13,275.00</u>

2. Health Education

a. Functional Anatomy

Professor	
Associate Professor, H. A. Cates	\$ 500.00
Associate Professor, A. W. Ham	250.00
Assistants (to be appointed)	550.00

b. Applied Physiology

Professor	
Associate Professor, D. Y. Solandt	300.00
Assistant Professor, R. E. Haist	700.00

c. Health Education

Professor, E. S. Ryerson	500.00
	<u>\$2,800.00</u>

3. Maintenance

Physical Education

Men (equipment, supplies, etc.)	\$ 300.00
Women (Margaret Eaton School Building, Yonge & McGill)	1,116.91
(equipment, supplies, etc.)	200.00

Functional Anatomy

200.00

Administration

General Expenses (stationery, office supplies, incidentals, etc.)

500.00

\$ 2,316.91

Summary

Physical Education (Salaries)	\$13,275.00
Health Education (Salaries)	2,800.00
Maintenance	2,316.91
	<u>\$18,391.91</u>



Appoint-  
ments

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

For 1940-  
1941

For the Session 1940-41Faculty of Arts:Chemistry:

## Assistants for June:

W. G. Hines	\$ 75	H. H. Richmond	\$ 75
R. C. Langille	75	D. S. Russell	75
W. A. E. McBryde	150	J. G. Sowden	100
P. Olynky	75	R. S. Stuart	75

University Extension and Publicity:Short Courses - Firemen's Training School:

R. W. Angus	- Lecturer on Hydraulics	10
	Travelling expenses (estimated)	50
W. C. Macdonald	- Lecturer on the Chemistry of Fire	10
	Travelling expenses (estimated)	30

The following appointments were also made upon the recommendation of the President, subject to approval by the Government of the University Estimates for 1941-42:-

From 1st  
July, 1941

From 1 July, 1941

Dean Emeritus, Faculty of Applied Science and Engineering	-	C. H. Mitchell
Dean Emeritus, Faculty of Forestry, from 1 Aug./41-	-	C. D. Howe
Professor Emeritus, Department of Botany	-	R. B. Thomson
Professor Emeritus, Department of Ophthalmology	-	W. H. Lowry

Registrar's Office:

Assistant: Miss J. L. Stephens	\$1,100 per an.
--------------------------------	-----------------

Library:

Miss J. Arnold	)	1,200	"	"
Miss E. Pepall	)	1,200	"	"
Miss R. Read	)	1,200	"	"

Health Service - Women:

Dr. Jean F. Davey, Medical Adviser for Women	2,200	"	"
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Faculty of Arts:

Change of title to Assistant Professor of Physiological Zoology for K. C. Fisher	
" " " " Assistant Professor of Entomology in Zoology for F. P. Ide	

Faculty of Applied Science:School of Architecture:

Miss E. W. Dyer: Office Assistant (part time)	550 for 10 mos. per an.
Civil Engineering: Surveying & Geodesy:	
J. E. Minto: Caretaker, Summer Survey Camp	240 per an.
Engineering Drawing:	
Miss E. W. Dyer: Office Assistant (part time)	350 for 10 mos. per an.
Mechanical Engineering:	
J. Price: Laboratory Attendant	1,200 per an.

Faculty of Dentistry:

Associate in Orthodontia: S. S. Crouch (cancelling previous appointments)	600	"	"
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Appoint-  
ments  
(Cont'd)

From 1 July, 1941 (Cont'd)

Faculty of Forestry:

Librarian and Staff Secretary: Miss G. McAree \$1,300 per an.

Ontario College of Education:

Instructor in Games, University Schools: L.E. Hayman 2,100 " "  
Reviser in Library School: Miss M. Faircloth 1,100 " "

For 1941-  
1942

For the Session 1941-42

Faculty of Arts:

Anthropology:

Special Lecturer: C. W. M. Hart without salary  
Applied Mathematics:  
Fellows: F. E. Deloume \$ 500  
A. W. Walker 550

Astronomy:

Research Associate and Assistant (part time):  
Mrs. H. S. Hogg 1,200  
Computer: Miss R. J. Northcott 1,400  
Secretary-Librarian: Miss E. M. Fuller 1,400  
Night Assistant and Machinist: G. F. Longworth 1,550  
Assistant: R. M. Cunningham 1,000  
W. S. Armstrong, July and August \$125 per mo.

Botany:

Assistant: Miss M. B. Givens 1,800  
R. F. Cain 1,800  
Miss C. B. Ross 1,800  
Senior Demonstrator: W. R. Watson 800  
Gardener: L. Van Cleemput 1,750  
Librarian and Teaching Assistant: Miss K. L. Hull 1,400  
Clerical Assistant: Miss L. Alward 1,400  
Miss R. Hobberlin 1,200  
Stock-keeper and Technician: R. Lynn 1,300  
Laboratory Attendant: S. G. Smith 1,000  
Herbarium Assistant: D. S. Hull 960  
Assistant: Miss G. S. Taylor 800  
Greenhouse Assistant: W. M. C. Chilton 960

Chemistry:

Assistant: E. Aristoff	\$ 650	S. Barnartt	650
H. A. Bewick	724	I. Cameron	650
F. Y. Cook	724	J. E. C. Currah	650
Miss E.V. Eastcott	1,800	H. E. Gunning	724
W. G. Hines	724	F. A. Hochstein	650
G. J. Janz	724	R. C. Langille	731.25
W.A.E. McBryde	814.50	D. M. McLean	650
E. MacWilliam	650	E. D. Maher	724
G. Myers	650	P. Olynk	724
H. Richmond	724	M. Robinson	650
D. S. Russell	814.50	H. Sheffer	724
R. S. Stuart	724		

Research Associate in Organic Chemistry: J. M. Grosheintz 2,040  
Technician in Organic Chemistry Research: D. Edson 780  
Laboratory Attendant: G. Edmund, 28 May, 1941, to 30 June, 1942, @ \$10 per week

Fine Art:

Instructor (part time): P. Haworth 700  
Special Instructor: Miss R. Home without salary  
Secretary-Librarian: Mrs. I. Whitley 600

Geography:

Demonstrator: Miss M. Brookstone 1,200  
Assistant Demonstrator: L. G. Reeds 350

Geology:

Class Assistant: G. P. Crombie	\$250	W. N. Ingham	250
H. W. Little	250	W. R. MacQuarrie	250
M. L. Miller	250	H. S. Scott	250
Laboratory Attendant (part time): D. Monteith			700
Instructors, Summer Survey Camp: E. S. Moore			100
V. J. Okulitch			50

Appoint-  
ments  
(Cont'd)

For the Session 1941-42 (Cont'd)

Faculty of Arts (Cont'd);

Italian and Spanish:

Instructors: T. B. Barclay \$1,500  
N. H. Tayler 1,500

Law (also in the School of Law):

Special Lecturers: H. G. Fox, Law of Industrial )  
Property ) without salary  
K. G. Gray, Criminal Law and )  
Criminology )

Mathematics:

Fellows: W.J.R. Crosby 600 W.C.G. Fraser 800  
N.S. Mendelsohn 800 G. Reesor 600  
J. S. Vigder 700 A.J. Coleman (part-time) 350  
B. Noonan (part-time) \$350

Military Studies:

Special Lecturer: G. S. Cartwright 600  
Assistant: W. A. Baughurst 1,100

Mineralogy:

Assistant (part time): S. V. Burr 400  
Laboratory attendant: W. Wightman, 9 mos. from 1 Sept. @ \$100 per month

Physics:

Clerical Assistant and Librarian: Miss N. K. Reed 1,300  
Chief Mechanician: B. Clark 2,500  
Assistant Mechanicians: A. Owen 1,600  
F. M. Shepherd 1,900  
J. Ward 2,100  
G. T. Woodward 2,100  
Laboratory and Lecture Assistant: P. Blackman 1,800  
Honorary Special Lecturers: E. W. Hewson )  
W.E.K. Middleton ) without salary  
A. Thomson )  
Honorary Special Demonstrators: C. C. Boughner ) without salary  
D. B. Kennedy )

Research Associate: L. T. Newman 2,000  
Research Assistant: J. H. L. Watson, July, August and September @ \$125 per mo.

Psychology:

Instructors: Miss M. L. Northway 500  
Miss M. D. Salter (part time) 800  
Class Assistants:  
Mrs. M. B. Arnold \$300 E. S. W. Belyea 500  
Miss K. Harvie 400 C. Marshman 300  
Miss D.A. Millichamp E. Signori 300  
(part time) 300 Mrs. H. G. Stark 300  
Miss M. J. Wright 400  
Readers: Miss M. Hill 200 Miss J. E. Langman 200  
T. R. Maxwell 150  
Special Lecturers: G. W. Anderson 100  
J. D. M. Griffin 100  
Clerical Assistant: Mrs. W. Mussen 1,100  
Laboratory Attendants: Miss G. Evans (part time) 400  
Miss D. D. Hearn 1,150

Political Economy:

Instructors: J. G. Perold 1,500  
W. G. Scott 1,200  
Assistants: C. A. Bishop \$250 W. C. Hood 250  
N. H. Morse 250 Miss E.M. Rosengren 250  
Instructor in Sociology: E. C. Devereux 1,500  
Secretarial Assistants: Miss E. J. McKee 1,085  
Miss G. L. Turnbull (9 mos.) 765

Zoology:

Assistant in Vivarium: D. G. LeRay 900  
Laboratory Attendant and Stores Assistant: W. Smith 1,000  
Chief Laboratory Assistant: A. Prince 900  
Mechanical Technician: A. Quantrill 1,500  
Assistant: S. Clare 1,000  
Microscopic Technician: T. Stovell 1,000  
Photographer: Mrs. Audrey H. Shortt, 1 Sept. to 30 June 800

Appoint-  
ments  
(Cont'd)

For the Session 1941-42 (Cont'd)

Faculty of Arts (Cont'd):

University College:

Fellow in English: W. Robbins @ \$575., of which \$75 to be retained by University and applied to tuition	
Registrar: W. J. McAndrew	\$1,000
Registrar's Assistant: Miss E. H. McAndrew	1,050
Secretary in Registrar's Office: Miss M. E. Blackburn	1,400
University College Women's Residences:	
Dietitian: Miss V. R. Murphy (with living allowance, \$400)	1,500
Assistant Dietitian: Miss P. West, 10 mos. (with living allowance, \$20 per month)	1,000
Secretary-Hostess: Mrs. L. Howard (with living allowance, \$400)	1,000
Nurse-Housekeeper: Mme. J. Ledoux ( " " " 400)	1,100
University College Men's Residence:	
J. E. L. Graham, Resident Tutor	without salary

Faculty of Applied Science:

Applied Physics:

Instructor: L. E. Jones		1,700
Mechanician (part time): H. V. Steer		600
Architecture, School of:		
Special Lecturers: H. S. M. Carver		1,900
H. B. Dunington-Grubb ) Landscape		100
A. S. Mathers (part time) ) Architecture		200
W. S. Wilson, Architectural Economics		250
Instructors: P. H. Brieger, Fine Art (part time)		300
F. Coates, Modelling		950
Special Instructor: J. Layng, Architectural Design		900
Attendant in Drafting Rooms: G. A. Arksey		800
Chemical Engineering and Applied Chemistry:		
Instructors: B. Marks \$1,200	L. J. Rubin	1,200
Demonstrators: M. Adelman 1,100	R.G. Billinghamurst	1,000
W.G. McElhinney 1,000	J.O. Thompson	1,100
E.B. Trickey (part time) 500	E.T. Williams	1,000
Laboratory Assistant: T. Storton		1,200
Special Lecturer: T. L. Crossley		150
Civil Engineering: Municipal & Structural:		
Demonstrators: B. Etkin \$1,000	S. H. de Jong	1,200
Special Lecturer: A. E. Berry		1,000
Mechanician: W. Kubbinga		1,900
Civil Engineering: Surveying & Geodesy:		
Instructor: T. L. Rowe		1,650
Mechanician: (part time): H. V. Steer		525
Instructors, Summer Survey Camp:		
E. W. Banting \$475	S. R. Crerar	500
J. W. Melson 450	T. L. Rowe	206.25
W.M. Treadgold 575		
Electrical Engineering:		
Demonstrators: R. G. Anthes 1,200	H. A. Courtice	1,200
E. A. Ricker 1,300	W. E. White	1,100
Engineering Drawing:		
Attendant in Drafting Rooms: G. Brown		1,100
Metallurgical Engineering:		
Laboratory Assistant and Demonstrator: H. Ross, 10 mos.		1,000
Mining Engineering:		
Instructor: W. A. M. Hewer		1,700
Assistant Mechanician: H. J. Reilly, 32 weeks		960
Photographic Service:		
Second Assistant Photographer: F. Stark, 10 mos.		1,100
Photographic Assistant: F. Sayer		900
Special Lecturers:		
Accountancy and Business: R. R. Grant		300
Engineering Law: R. E. Laidlaw		300
Public Speaking: G. A. McMullen		250
Technical English: W. J. T. Wright		300
Secretary's Office:		
Assistant: Miss E. Singleton		1,050
Office Attendant: G. B. Prince		685



Appoint-  
ments  
(Cont'd)

For the Session 1941-42 (Cont'd)

Faculty of Dentistry:

Special Lecturer in English: E. J. Pratt	\$ 360
Instructor in English Expression: G. A. McMullen	100
Demonstrator: W. Butt	40
Instructors: Typewriting for Dental Nurses, Miss A. Loughheed	100
Principles in Accounting, W. E. Secord	320
Dental Technology, E. M. Rigsby	240
Supervisor of Dental Nurses: Miss E. O. Courtney, 10 mos.	1,300
Dental Nurses: Miss M.M. Brown \$800	Miss V.H. Broadrib 800
Miss J. Miller 900	Miss A.E. Phipps 800
Miss A. H. Rose 840	Miss M.M.E. Robinson 560
Miss L. E. Tutt 1,000	Miss F.G. Whitehead 800
Clerk in Secretary's Office: Miss F. I. Fulton	1,000
Secretarial Assistant: Miss C. M. Cochrane	1,000
Assistant Librarian: Miss H. Reid	1,100
Technician in Histology (part time): H. F. Whittaker	150
Laundress in Infirmary: Mrs. L. Barraclough, 42 weeks	691
Laboratory Assistant in Histology (part time): Mrs. M. Gratton, 42 weeks	306

Faculty of Household Science:

Food Chemistry:	
Instructor: Miss E. J. Reed	1,300
Assistant: Miss R. V. Dexter	800
Assistant (part time): Miss D. M. Lindsley	500
Household Science:	
Research Assistant: Miss B. Broadfoot	1,000
Assistants: Mrs. Kathleen M. Elliot	800
Miss B. F. Hollyman	800
Clerical Assistant: Miss E. E. Cross, 10 mos.	1,100
Clerical Assistant (part time): Miss D. M. Lindsley	600

School of Hygiene:

Secretary: J. Craigie	750
Office Assistant (part time): K. Kerns	500
Epidemiology and Biometrics:	
Secretary: K. Kerns	500
Demonstrator: Miss A. E. C. Riggs, 1 June, 1941, to 30 June, 1942 (cancelling previous appointment vide folio 160)	\$1,500 per an.
Laboratory Assistants:	
Miss L. Beattie \$650	Miss S. McCausland 960
Miss J. MacDonald 600	W. Moore 1,000
Physiological Hygiene:	
Technical Assistants: Miss L. Barber	900
E. Pike, 21 May, 1941, to 30 June, 1942	\$65 per mo.
Miss J. Smith	720
Senior Technical Assistant: C. Cowan	1,600
Research Associate (part time): Mrs. R. C. Partridge	800
D. Y. Solandt	400
Research Associate: Miss J. H. Ridout	without salary
Research Assistants: Miss H. J. Bell	1,400
H. N. MacFarland	500
Miss J. Patterson	1,550
Clinical Assistant: Miss A. E. C. Riggs	1,000
Chemistry in Relation to Hygiene:	
Demonstrator (part time): Miss E. M. Taylor	500
Technical Assistant: G. Kimm	1,050

School of Nursing:

Office Clerk: Mrs. E. H. Troop	960
Dietitian-Housekeeper: Miss M. E. Waddell (with living allowance, \$400)	1,200
Supervisor of Health Service and Residence Nurse: Miss N. K. C. Kenney (with living allowance, \$400)	1,080
Instructor in Nursing: Miss R. Leavens, for July	76



Appoint-  
ments  
(Cont'd)

For the Session 1941-42 (Cont'd)

Athletics & Physical Training - Women:

Secretary-Treasurer: Miss A. E. M. Parkas

\$350

Health Service - Women:

Assistant to Medical Adviser for Woman (part time): Dr. J. A. McGeachy

1,200

Office Assistant: Miss M. B. Jackes

1,200

University Extension and Publicity:

Course in Physiotherapy:

Miss Rudland Hills - Chief Instructor in Physiotherapy 1,400

Courses in Aerial Navigation:

C. W. Wagner ) Link Trainer Instructors \$85 per mo.  
R. J. Reilly ) 85 " "

Pass Course for Teachers - Summer Session: Instructors:

V. C. Fowke	)	First Year Economics	210
V. W. Bladen	)		210
H. L. Humphreys	-	First Year French	420
A. E. Birney	-	" " English	420
Griffith Taylor	)		210
G. Tatham	)	" " Geography	210
Miss M. Brookstone	)		200
R. M. Saunders	-	" " History	420
Miss M. E. G. Waddell	-	" " Mathematics	420
T. A. Goudge	-	" " Philosophy	420
C. R. Myers	)		420
Mrs. M. B. Arnold	)	" " Psychology	150
Dr. Florence A. Smith	-	Second " English	420
W. H. Trethewey	-	" " French	420
D. J. McDougall	)	" " History	280
R. G. Riddell	)		140
H. S. M. Coxeter	-	" " Mathematics	420
W. Line	)	" " Psychology	420
E. S. W. Belyea	)		150
K. Helleiner	)	Third " Economics	210
V. C. Fowke	)		210
J. F. Macdonald	-	" " English	420
G. W. Brown	)		280
R. G. Riddall	)	" " History	140
W. J. McCurdy	-	" " Philosophy	420
Rev. B. F. Sullivan	-	St. Michael's Philosophy	420
J. E. Thomson	)		140
D. W. Atchison	)	Mineralogy	100
W. Wightman	-	Laboratory Assistant, Mineralogy	50
V. J. Okulitch	)		280
R. M. Sternberg	)	Geology	200
Douglas Monteith	-	Laboratory Assistant, Geology	100
A. G. Croal	)		420
G. A. Cline	)	Physics	140

\$ 9,490

Courses in Pedagogy

J. G. Althouse	-	Science of Education	350
F. W. Minkler	-	" " "	280
P. Sandiford	)	Educational Psychology	140
J. A. Long	)		350
C. E. Phillips	)	History of Education	280
H. A. McGuire	)		70
A. C. Lewis	)	Educational Administration	280
R. W. B. Jackson	)		280

\$ 2,030

Library Course

Miss W. G. Barnstead	-	Special Reference Problems	150
Miss Lillian H. Smith	-	Work with Boys and Girls	75
Miss Frances Trotter	-	Ttory-Telling	75

\$ 300

Appoint-  
ments  
(Cont'd)

For the Session 1941-42 (Cont'd)

Special Research:

Research Assistants:

Botany:

A. R. Gopal-Ayengar	- July, August & September	\$ 240
C. N. Haldenby	- July and August	160
D. H. Hamly	- July and September	160
C. D. McKeen	- July, August & September	175
J. J. Miller	- " " "	240
Miss R. Moore	- August and September	140
D. Rose	- September	70
W. R. Watson	- July, August & September	240

Zoology:

L. Chiasson	- " " "	270
F. E. J. Fry		1,250
R. R. Langford	-	1,250
S. Vickers	-, July and August	72

Banting and Best Department of Medical Research:

J. M. Fisher	- Physiology (temporary) from 1 June to 30 Sept.,	\$100 per mo.
E. A. Ryan	- Physiology (temporary) from 1 June to 31 August	100 " "

Notice of  
motion re  
certain  
appoint-  
ments

The President gave notice that he would move at the next meeting, in accordance with By-Law No. 23, for the promotions and appointments of those persons listed on the sheets attached hereto.

Appoint-  
ment of  
Prof. C.  
R. Young  
as Dean  
of Faculty  
of Applied  
Science

In connection with the appointment of a successor to Dean Mitchell, who is retiring at 30th June, 1941, the Board approved of the President's recommendation that Professor C. R. Young be appointed Dean of the Faculty of Applied Science and Engineering for a period of three years from 1st July, 1941, at a salary of \$6,000 per annum and an annual allowance of \$1,500 for expenses, he to remain as Professor of Civil Engineering: Municipal and Structural, and Head of the Department, without salary, and to secure all needed help for carrying on the work of this department, and

It was moved by Mr. Neilly,  
Seconded by Mr. Bryce,  
And Resolved -

That the usual notice of motion required in connection with such an appointment be waived in the case of Professor Young.

Continua-  
tion for  
1941-42  
of appoint-  
ments of  
those who  
have at-  
tained age  
65

The President presented a report of the Committee on the Retirement of Professors, and in accordance with the recommendations of this Committee approval was given to the continuance for the Session 1941-42 of the appointments of the following persons who had attained the age of 65 years:-

Continuation for 1941-42 of appointments of those who have attained age 65  
(Cont'd)

H. A. Grainger  
Dr. J. H. Elliott  
Professor R. W. Angus  
Professor A. L. Parsons  
Professor G. A. Guess  
Professor G. A. Cornish  
Professor J. S. Will  
Professor C. B. Farrar  
Professor W. S. Ferguson  
Professor H. W. Price  
Professor W. J. Loughheed  
Professor C. T. Currelly

Professor St. E. de Champ  
Principal M. W. Wallace  
Rt. Rev. W. C. White  
Professor W. H. Piersol  
Professor F. B. Kenrick  
Dr. F. A. Clarkson  
Professor L. Gilchrist  
Dr. Clara C. Benson  
Professor C. W. Howland  
Professor J. H. White  
Professor J. W. Bain  
Professor S. R. Crerar

Other recommendations by the President were approved

as follows:-

Re-appointment of Mrs. L. Howard for 1941-42

That Mrs. L. Howard, Secretary-Hostess of the Women's Residences of University College, who under the existing regulations would be retired on pension at 30th June, 1941, as she had passed her 70th birthday, be re-appointed for the year 1941-42 at a salary of \$1,000 and living allowance valued at \$400., as Principal Wallace states that it will be difficult to replace her during war-time.

Continuation of services of Mrs. G. F. Schreiber

That Mrs. G. F. Schreiber (nee Johnston), Autopsy Technician in the Department of Pathology and Bacteriology, be permitted to remain on the staff for the months of July and August as requested by Professor Boyd.

Resignations

That the following resignations be accepted:-

From Dr. G. M. Biggs, Head of the Department of Oto-Laryngology, effective 30th June, 1941, on account of ill health. The Board accepted this resignation with extreme regret, and in recognition of Dr. Biggs' valued services he was appointed Professor Emeritus of Oto-Laryngology to date from 1st July, 1941.

From Mr. Philleo Nash, a Lecturer in the Department of Anthropology, effective 30th June, 1941, as owing to family obligations he is taking up residence in the United States where his family resides.

Additional appropriations

That the following additional appropriations be granted:-

School of Nursing:

For extra services in view of the enlistment of the caretaker \$ 200.

University Press:

For "Wages" \$3,500.

Grant from  
School of  
Hygiene re  
travelling  
expenses  
for City of  
Toronto  
Medical  
Health  
Officers

That the sum of \$250 be provided from the funds of the School of Hygiene for the payment of travelling expenses to Dr. Gordon P. Jackson, Medical Officer of Health for Toronto, and to Dr. L. A. Pequegnat, Deputy Officer of Health, in connection with Health Association meetings in Atlantic City and Quebec, as an expression of appreciation for the provision made by the Department of Health towards the field training facilities at the University of Toronto.

Revision  
in Estim-  
ates of  
Depart-  
ment of  
Surgery,  
1941-42

That in view of the enlistment of several members of the staff of the Department of Surgery a revision be made in the Estimates of that department for 1941-42 to a total of \$33,025., as submitted by Dean Gallie under date of May 20th.

Establish-  
ment of  
sub-depart-  
ments in  
School of  
Hygiene &  
revision  
in Estim-  
ates for  
1941-42

That there be established in the School of Hygiene a Sub-Department of Nutrition in the Department of Physiological Hygiene under the direction of Dr. E. W. McHenry, and a Sub-Department of Public Health Administration in the Department of Epidemiology and Biometrics under the direction of Dr. William Mosley, both to date from 1st July, 1941; and in this connection the Board also approved of certain revisions in the Estimates of the School for 1941-42, to a total of \$37,821., as submitted by Dr. Defries under date of June 7th.

Two-day  
Firemen's  
Course in  
University  
Extension

That there be established in the Department of University Extension and Publicity a two-day course for the Fire Chiefs and Firemen of Northern Ontario at Timmins on June 20th and 21st; the fee for such course to be \$5.00 for individuals and \$3.00 each in cases where five members of the same Fire Department enrol.

Postpone-  
ment of  
payment of  
fees for  
Miss D. E.  
Graham

That a postponement of payment of tuition and residence fees until after the war be allowed to Miss Dorah E. Graham, a student in the Honour Science Course and residing in Whitney Hall, in view of the fact that owing to war conditions she is unable to return to her home in England or to obtain funds from there.



Communications were presented and dealt with as follows:-

lows:-

Statutes  
of Senate

From the Registrar transmitting for approval Statutes of Senate  
Numbers 1509 Respecting the C-I-L Fellowship  
1519 " " Curriculum for the Certificate Course in  
Business for the Session 1941-42

which Statutes having been read were approved.

Payment  
from Dominion  
Government on  
account  
of Mr.  
J. B.  
Bickersteth

From the Department of National Defence transmitting a cheque for \$2,250 which they stated was "the amount of grant to cover salary of Professor Bickersteth for the period January 1st, 1941, to June 30th, 1941, whilst engaged in connection with Educational Services in the Canadian Army overseas". The Bursar informed the Governors that he had obtained a ruling from the Inspector of Income Tax that the deduction on account of the National Defence Tax would not apply to this payment of \$2,250 as the services rendered by Mr. Bickersteth were not rendered in Canada. Regarding Mr. Bickersteth's contribution to the Employees' Pension Fund, which the University had undertaken to assume for the above-mentioned period, the Board instructed the Bursar to make this deduction from the above amount before transmitting the same to the bank for credit of Mr. Bickersteth's account.

Revision  
of insurance  
and annuity  
rates in  
contracts  
with the  
Teachers'  
Insurance  
& Annuity  
Association

From the Teachers' Insurance and Annuity Association outlining certain changes in the form of retiring annuity contracts and a moderate revision of insurance and annuity rates to be inaugurated on 1st July, 1941. The Bursar reported that Professor Mackenzie, whom he had consulted in this connection together with the Superintendent of the University, could see no reason for any departure at the present time from the practice which has prevailed in the arrangements between the University and the Association. In view of the fact that no breach of contract was involved the Board gave its approval to the proposed changes.

Laura Lucinda  
Jones Bequest

From the Public Trustee advising of the following bequest to the University of Toronto under the Will of the late Laura Lucinda Jones of Cobourg, a sister-in-law of Professor G. M. Jones, formerly on the staff of the Ontario College of Education:-

"To transfer if remaining unsold one share of University Women Graduates Limited, or if such share has then been realized upon the net proceeds from same then remaining to the University of Toronto, in Trust, towards upkeep of Whitney Library."

The Bursar was directed to convey to the family of the late Miss Jones, through the solicitor for the Estate, the Board's sincere appreciation of her thoughtfulness.



Arthur S.  
Hamilton  
Estate

From the First National Bank and Trust Company of Minneapolis transmitting copy of the Will of the late Arthur S. Hamilton, son-in-law of the Hon. Dr. David Boyle, Provincial Archaeologist in 1909, which contained the following bequest to the University of Toronto after the death of his wife, Dr. Susanna P. Boyle Hamilton:-

"To the University of Toronto, of Toronto, Canada, the sum of Five Thousand Dollars (\$5,000.00), in trust, nevertheless, to invest the principal as the proper authorities of said University may deem best, in perpetuity, and to use the income therefrom and from the part thereof from time to time remaining and from all additions thereto to provide for such lecture or lectures as such income permits, in memory of my wife's father David Boyle, to be known as 'The David Boyle Memorial Archaeological Lectureship founded by his daughter Susanna P. Boyle Hamilton'".

The Governors were extremely pleased to learn of this bequest and the Secretary was directed to convey to the family of the deceased their thanks and appreciation.

Repayment  
by G. A.  
Cline of  
portion of  
salary  
paid to  
him while  
on leave  
of absence

From Mr. G. A. Cline of the staff of the Ontario College of Education forwarding a cheque for \$2,000 in repayment of half of a year's unearned salary paid to him during his leave of absence from the University between September, 1936, and September, 1939, and the Board expressed themselves as being very grateful to Mr. Cline for his generous action.

Proposed  
transfer  
of funds  
in Depart-  
ment of  
Physics

From Professor Burton requesting that there be transferred to the McLennan Laboratory Research Fund any surpluses in connection with the various classes being conducted in the Department of Physics at the request of the Government, such surpluses to be made available for future development along the lines of war research. Professor Burton stated that he objected to the use of these funds for other purposes, and while the Board were sympathetic towards his recommendations the matter was deferred to 1941-42 for further consideration as previously decided.

Transfer  
of Nation-  
al Research  
Council  
grant to  
Dr. P. H.  
Greey

From Mr. S. P. Eagleson, Secretary-Treasurer of the National Research Council, stating that there had been transferred to Dr. P. H. Greey of the Department of Pathology and Bacteriology the Council's grant formerly given to the late Sir Frederick Banting for war project No. M-1000.

Medals of  
the late  
Sir Fred-  
erick  
Banting

From the Canada Trust Company transmitting on behalf of themselves and Mr. W. E. N. Bell, Executors of the Estate of Sir Frederick Banting, the medals of the late Sir Frederick, on the understanding that they would be kept by the University until such time as Lady Banting might publicly present them to the University.

Insulin  
Committee  
Report

From the Secretary of the Insulin Committee forwarding Report No. 28 of the Committee together with Balance Sheet dated 31st July, 1940, and consideration of the same was deferred until the next meeting.

Univer-  
sity  
Press  
Estimates  
for  
1941-42

From the Manager of the University Press enclosing the Estimates of the Press for the year ending 30th June, 1942, and these were referred to the Finance Committee for consideration and report.

Tribute  
to Mr.  
S. Stock-  
ing

From the Advertising and Sales Club of Toronto informing the President how sorry their staff were to see Mr. Sam Stocking leave the University of Toronto as he had been such a help to them in the general activities of their Club and as under his guidance the Marketing Course at the University, sponsored by them, had its most effective season last Winter.

Donations -

The following donations were reported and were accepted with thanks and appreciation:-

National Research Council Grants:

Physics	\$ 2,388.70	as a further grant in connection with War Project P-1000-3 in the Department of Physics under Professor Burton.
	1,070.00	being an advance for Aviation Research work, also under the direction of Professor Burton.

War Technical and Scientific Development Committee of the National Research Council:

Chemistry	\$3,000.00	as an advance in connection with Project C-1000-27 in the Department of Chemistry under Dr. Gordon.
School of Hygiene	1,000.00	as an accountable advance for Project C-1000-22 in the Department of Physiological Hygiene, School of Hygiene, under the direction of Dr. Barrett.

Miscellaneous:

Radio Technicians' Course	\$50,000.00	from the Treasury Department of the Dominion Government representing 50% of the total grant of \$100,000 in connection with the training of Radio Technicians for the Royal Canadian Air Force.
Boiler Inspection Prize	150.00	from the Boiler Inspection and Insurance Company in payment of their scholarship in the Department of Mechanical Engineering.

Miscellaneous Donations (Cont'd):

Lambda Chi Alpha	\$ 30.00	from the Lambda Chi Alpha Alumni Association to cover the award for 1941 of the Ronald S. Saddington Gold Medal.
Toronto Brick Prize	25.00	from the Toronto Brick Company in payment of their Prize in the School of Architecture.
Fletcher-Johnson Prize	10.00	from Professor G. Oswald Smith in connection with the award of the Fletcher-Johnston Memorial Prize, and stating that he regretted that on account of drastic reductions in his budgeting this would be the last payment for the Prize.

Prof. F.  
H. Under-  
hill case

In accordance with the Chancellor's motion of 23rd January last that action in connection with the case of Professor F. H. Underhill be deferred until the first meeting in June, this matter was again brought up and -

Upon motion of Hon. Dr. Ferguson,  
Seconded by Mr. Rogers,  
It was Resolved -

That a decision regarding Professor Underhill be deferred and that this matter be the first order of business for the meeting of June 26th.

Proposed  
arrange-  
ments in  
Medical  
Course  
to permit  
of earlier  
graduation  
of stud-  
ents

The President presented certain correspondence from the Department of National Defence (Army) in connection with an attempt to speed up the Medical course at the various Canadian Universities and thus permit of the earlier graduation of students because of the shortage of doctors, and the Board approved of the following report of the Council of the Faculty of Medicine to the Senate regarding the proposed arrangements in this matter at the University of Toronto:-

"The Director General of Medical Services, Brigadier Gorsline, invited the Deans of the Faculties of Medicine of the nine Universities in Canada to meet in Ottawa on May 16th, 1941, to discuss problems connected with the shortage of medical officers for the Armed Forces.

At the meeting there were present -

Dean F. Etherington, Chairman  
Dean J. C. Simpson  
Vice-Dean G. Baril  
Dean C. Vezina  
Dean W. E. Gallie  
Assistant Dean E. S. Ryerson  
Dean F. J. H. Campbell

Queen's University  
McGill University  
University of Montreal  
Laval University  
University of Toronto  
" " "  
University of Western  
Ontario  
University of Manitoba  
University of Alberta  
Faculty of Medicine

Dean A. T. Mathers  
Lt-Col. A. C. Rankin, Dean

Brigadier Gorsline described the present situation, pointing out that the number of medical officers now serving the Defence Forces was 1,243, about 10% of the physicians in Canada. He outlined the increasing need for medical officers in the future, and asked the Universities if they could assist the Department in procuring more doctors in the future by speeding up their medical education. He then retired.

Arrangements re earlier graduation of Medical students (Cont'd)

Deans at Ottawa

Resolutions adopted

The Deans appointed Dean Etherington as Chairman, and discussed the possible methods of speeding up the medical course. The plan which the Faculty of Medicine at Toronto have under consideration was presented to demonstrate a possible method of speeding up the graduation in Medicine. The Committee decided that each medical school would have to devise its own scheme, but that certain general principles might be agreed upon.

The Committee considered each of the following Resolutions adopted by the Deans at Ottawa, and recommended their approval:-

Resolution 1

Because of the present shortage of doctors, both for the Armed Forces and for civilian needs, it is resolved that the Medical Schools of Canada be requested to speed up graduation of medical students during the present war emergency.

Resolution 2

That hospitals in Canada be asked to accept eight (8) months internship in lieu of twelve (12) months, in order to provide medical officers for military service at an earlier date.

Resolution 3

In order to speed up the graduation of medical students as a war measure, it is requested that the Provincial regulations be modified to permit the curriculum to be completed in a shorter time than presently required by Provincial regulations, provided this is done without prejudice to a sound medical training.

Resolution 4

Whereas it has been agreed that the medical course should be speeded up and whereas a varying but considerable proportion of medical students depend for maintenance and tuition on their vacation earnings, which under the proposal would be seriously impaired, be it resolved that the Dominion Government be asked to be prepared to assist in the financing of students and instructional staff where this is necessary.

Resolution 5

Resolved that in view of the request from the Director General of Medical Services that the Medical Schools should speed up the graduation of medical students, this meeting of Deans of Medical Faculties recommends that steps be taken to exempt medical students from military training during their clinical years.

The Faculty begs to recommend that, because of the present shortage of doctors, both for the Armed Forces and for civilian needs, the course in Medicine for students in the Second to the Sixth Year begin on August 25th, 1941, and continue until about June 30th, 1942.

That the Supplemental Examinations for students in the First to the Sixth Year be held on August 14th, on.

Carried."

Course at Toronto to commence Aug. 25th, 1941, till about June 30th

Special Geo-physical Field Work

The President also presented a letter from Mr. Robert Bryca, as Chairman of the Advisory Committee re Work in Geophysics, together with a memorandum from Professor Burton, in connection with the request of Dr. Rickaby, Deputy Minister of Mines for Ontario, for a summer Geophysical party to do work in Western Ontario,



Geo-  
physical  
Field  
Work  
(Cont'd)

and the Board approved of the arrangements outlined for the members of the staff of the Department of Physics to undertake this work for the period from 1st June to 1st October, 1941; it being understood that the necessary finances will be met by \$2,500 each from the Department of Mines, the Union Gas Company, and the Dominion Gas Company, making a total of \$7,500., from which Professor Burton estimates the following expenditures will be made:-

Salaries of Professor A. A. Brant)	
E. Dexter )	
G. Crombie )	
E. Whyte )	\$ 3,000
Transportation	500
Living expenses in field	750
Rental of equipment (paid to University)	500
Additional equipment and sundries	500
	<u>\$ 5,250</u>

Property  
Committee  
Report

Report Number 218 of the Property Committee was read and approved as follows:-

The Property Committee begs to report to the Board of Governors:-

Coal  
Tenders  
for  
1941-42

1. Your Committee has considered the tenders received for the supply of coal required by the University for the year 1941-42 and the Superintendent's report thereon, and concurs in the Superintendent's recommendations that the following tenders for approximate quantities and varieties of coal be accepted:-

Firm	Amount	Kind of Coal	Price per Ton Del'd Canadian Funds, Subject to Additional Dominion Government Taxes, etc.
------	--------	--------------	---

(A) BITUMINOUS SLACK

Canada Coal Ltd.	5,500 tons	Robinson Run Nut and Mead Pocahontas	\$6.33
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This is the lowest price coal that the Superintendent feels can be burned in our plant. Due to the fact that it is a mixture of coals and therefore more difficult to control, he does not recommend a contract for the full amount. It is perhaps not quite as satisfactory a coal as Lucerne for lighter loads.

Great Lakes Coal Company, Limited	9,000 tons	Lucerne Nut and Slack	\$6.63
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The Superintendent has used considerable amounts of this coal from various dealers in the past, and knows that it will operate satisfactorily and efficiently in our plant. This firm submits the lowest quotation on this coal according to specifications.

(B) BITUMINOUS COAL FOR SMALL STOKERS

Halliday Bros. Ltd.	400 tons	Red Star	\$6.25
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This is the lowest tender submitted and while we have only burned a small trial order of this coal the Superintendent thinks it should be satisfactory.



Coal Tenders for 1941-42 (Cont'd)	Firm	Amount	Kind of Coal	Price per Ton Del'd Canadian Funds, subject to Addition- al Dominion Govern- ment Taxes, etc.
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(C) BITUMINOUS RUN OF MINE

Great Lakes Coal Company, Limited	1,700 tons	Lucerne	\$6.89
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This coal, which we know will operate satisfactorily, costs one cent per ton more than that of the lowest tenderer, the Elias Rogers Company, which offers a mixture of Allison lump and Pocahontas Screenings, high and low volatile coals. The Superintendent is afraid of the smoke that might be caused by this mixture.

(D) ANTHRACITE AND CANNEL COAL

			<u>Loose</u>	<u>Bagged</u>
Halliday Bros. Ltd.	200 tons	Grate	\$12.40	\$
Halliday Bros. Ltd.	25 tons	Egg		12.80
Halliday Bros. Ltd.	110 tons	Nut Coal		12.80
Halliday Bros. Ltd.	850 tons	Buckwheat	9.50	9.90
Elias Rogers Co.	20 tons	Cannel		12.75

These are the lowest tenders submitted.

(F) ANTHRACITE COAL (David Dunlap Observatory)

Halliday Bros. Ltd.	60 tons	Buckwheat	\$10.30
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This is the lowest tender submitted.

In some cases, depending on the weather, these tonnages, particularly for the Central Plant, may have to be varied slightly. Any additional tonnage will be purchased either when the market is most favourable or from some other sources, to enable the Superintendent to test different coals.

The prices quoted are in Canadian Funds, but are subject to decrease or increase due to any change that may be made by the Dominion Government in direct taxation of coal, and to any variation in the official exchange rate prior to the award of the contract.

The Superintendent reports that while some increase was anticipated in the cost of fuel when the Estimates were being prepared in February, provision was not made for so large an increase as has taken place. It appears that the Estimates for 1941-42 may be inadequate.

Appoint-  
ment of  
Miss B.  
Hart

2. Your Committee concurs in the Superintendent's recommendation that Miss Bernita Hart be appointed a Clerk in his office as from 1st July, 1941, at a salary of \$900 a year, replacing Miss Cannon, resigned. This salary is provided for in the Estimates for 1941-42.

Frontage  
license  
on College  
Street to  
Mrs. J. E.  
Jones

3. In connection with the consent of the Board of Governors in May, 1940, to grant a frontage license to Mrs. James Edmund Jones for the right of ingress and egress in connection with the 31 feet of part of Lot 124-A College Street owned by her, your Committee begs to report that this transaction has now been completed and a cheque for \$930 received by the Bursar in payment of the required fee of \$30 per foot for the 31 feet involved.

Taxes re  
Starr Farm,  
Caradoc

4. Regarding the Starr Farm in the Township of Caradoc bequeathed to the University under conditions which do not permit of the sale of same, a letter has been received from Mr. D. H. Campbell, to whom the property is rented, enquiring as to whether the University would sell the property, and stating that in addition to his regular taxes he is obliged to pay a ditch tax of \$24.00 a year for five years. He asks if he may be permitted to deduct this tax from the reduced annual rental of \$75.00 paid by him to the University. Your Committee has considered this request but feels that the reduction should not be allowed, and so recommends to the Board.

Additional  
accommoda-  
tion re  
Radio  
Technical  
Classes

5. Consideration has also been given by your Committee to the matter referred to it by the Board in connection with additional equipment, accommodation, etc., to take care of any future requests from the Dominion Government for the training of radio technicians, which would consist chiefly of an addition to the Physics building. While the University Superintendent has prepared tentative estimates as to the cost of providing such additional space, your Committee feels that until a definite request has been received from the Government for the continuance of these classes it is unable to make any recommendation.

Victoria  
College  
Leases

6. Your Committee has again considered the application of Victoria College to have all their leases consolidated and included in the original lease of the Main building at the same rental of \$1.00 per year, including Lot No. 67 (Emmanuel College) for which they have not yet signed the renewal lease for 21 years from January, 1938, nor paid the stipulated annual rental thereunder of \$1,100 pending a decision by the University Board. In this connection your Committee again recommends that the request of Victoria be not granted.

Ground  
Rent re  
Nos. 82-84  
Adelaide  
St. E.

7. With reference to the property owned by the University at No. 82-84 Adelaide Street East, Toronto, your Committee begs to report that the former tenant, Mr. J. J. Carroll, died last Fall. The University Solicitor subsequently reported that he had been in communication with the sons of the late Mr. Carroll and had ascertained that the Estate was anxious to continue the existing lease; and that while they were unable to comply with the terms relating to payment of the ground rent they would undertake to pay the sum of \$25.00 a month, which your Committee recommends to the Board for acceptance.

Proposed  
addition  
to No. 119  
St. George  
Street

8. In November last your Committee reported upon a proposed enlargement of the property at No. 119 St. George Street occupied by the Department of Military Studies, in view of the demand for increased accommodation for the University of Toronto Contingent of the Canadian Officers' Training Corps. Your Committee now recommends that this matter remain in abeyance pending the Government's decision as to what military regulations are to prevail in connection with University students for 1941-42.

All of which is respectfully submitted.

(Sgd) John J. Gibson  
Chairman.

June 10th, 1941.

Unemploy-  
ment  
Insurance  
Scheme

The Bursar presented the following report in connection with the Unemployment Insurance Scheme, and the same was adopted by the Board:-

"To the Board of Governors,  
University of Toronto.

Gentlemen:-

In order to discuss the regulations in connection with the Unemployment Insurance Act, becoming effective at 1st July, 1941, a meeting was held in the Bursar's Office on Tuesday, June 3rd, at 11 a.m., at which the following were present:-

Mr. LePan	- Superintendent
T. A. Reed	- Athletic Association
F. L. Hutchison	- Connaught Laboratories
K. E. Allen	- Hart House
J. R. Gilley	- University Press
A. Gordon Burns	- Bursar's Office
H. E. McBride	- Bursar
C. E. Higginbottom	

Unemployment  
Insurance  
Scheme  
(Cont'd)

As it is possible that the University of Toronto, being an educational institution and having Government connection, might be considered as exempt from the regulations of the Act, it was thought advisable, in view of the number of tradesmen employed by the University and its various units, and others paid on an hourly basis, who might not be assured of permanent employment, that the following regulations apply:-

1. Academic staff exempt.
2. Inclusion of those tradesmen, etc., for whom the scheme was instituted.
3. Non-academic members of the staff contributing to the Employees' Pension Fund to be given the opportunity of participating.

As the Dominion Government require a return to be made by the employer not later than June 14th, I would recommend that the Board approve of the above regulations so that they may be transmitted to the Government by the above-mentioned date.

June 10th, 1941.

(Sgd) C. E. Higginbottom  
Bursar."

Current  
Expendi-  
ture

The Bursar also presented his statement, certified by the Auditor, of the expenditure made by him from the Accountable Warrant authorized on May 8th, 1941, and the same was laid on the table. Also his Estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the balance of the month of June and the first part of the month of July. Ordered that an Accountable Warrant for Three Hundred Thousand Dollars (\$300,000) be issued to the Bursar.

Meeting  
with the  
Govern-  
ment re  
Estimates  
for  
1941-42

The Chairman reported that on May 30th the following deputation from the Board had waited upon the Deputy Minister of Education, Dr. Rogers, and presented to him the University Estimates for the year 1941-42:-

The Chairman (Dr. Macdonald)  
The President

Mr. Ross (Chairman of the  
Finance Committee)  
The Bursar

At this meeting the Chairman explained the financial situation together with the accumulated deficits, and Mr. Ross outlined the breakdown in connection with whatever changes had been made in the preparation of the figures. The Deputy Minister assured the Chairman that he would endeavour to expedite the formal approval of the Estimates. The President stated that he had discussed the matter with the Hon. Mr. Nixon and he felt that the full Board should meet the Prime Minister in this connection.

Appointment of  
Mr. Morrow  
as Acting  
Chairman  
of Board

Upon motion of Mr. Neilly,  
Seconded by Hon. Dr. Ferguson,  
It was Resolved -

That Mr. F. K. Morrow be and he is  
hereby appointed Acting Chairman of the Board during the ab-  
sence of the Chairman and the Vice-Chairman.

Notice of  
presenta-  
tion of  
Connaught  
Laborator-  
ies' report

Mr. Balmer Neilly gave notice that there would be  
presented at the next meeting of the Board the Annual Report of the  
Connaught Laboratories Committee covering the fiscal year ending 31st  
March, 1941.

The meeting adjourned at 6:25 p. m.

*Indefinite*  
*on B.*

Minutes confirmed.

*June 26<sup>th</sup> 1941*

*James H. Neilly*  
Chairman.





Minutes of a Special Meeting of the Board of Governors  
held on Tuesday, June 24th, at 2:30 p. m. in the office of the Prime Minister, Parliament Buildings, in accordance with the suggestion of the Hon. Mr. Nixon that the whole Board should meet members of the Government in

188-1

June 12th, 1941.

ister

er's  
nancesPromotions as from 1 July 1941Faculty of Arts

Professor (part-time), Botany: D. L. Bailey  
Professor, Botany: G. H. Duff  
Professor, Botany: H. B. Sifton  
Professor (part-time), Botany: L. C. Coleman  
Professor, Chemistry: G. F. Wright  
Associate Professor, History: D. J. McDougall  
Associate Professor, History: E. W. McInnis  
Assistant Professor, Law: M. Hancock (also in the School of Law)  
Professor of Accounting and Supervisor of Studies in Political Economy: C. A. Ashley  
Associate Professor of Accounting in Political Economy: F. R. Crocombe  
Assistant Professors, Physics: J. M. Anderson  
Miss E. J. Allin  
Miss K. M. Crossley  
Miss F. M. Quinlan  
Assistant Professor, English, in University College: A. E. Birney  
Professor and Head of Department of Chinese Studies: W. C. White

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Faculty of Medicine

Professor of Ophthalmology and Head of the Department: W. W. Wright  
Professor of Oto-Laryngology and Head of the Department: A. A. Campbell  
Assistant Professor, Physiology: J. Campbell

Faculty of Applied Science and Engineering

Dean of the Faculty: C. R. Young  
Assistant Professor, Architecture: W. E. Carswell  
Associate Professor, Electrical Engineering: B. de F. Bayly  
Assistant Professor, Electrical Engineering: R. J. Brown

Faculty of Household Science

Assistant Professor, Household Science: Miss J. S. Roberts

Ontario College of Education

Assistant Professor, History: E. L. Daniher

Faculty of Forestry

Professor: T. W. Dwight  
Associate Professor: R. C. Hosie



Minutes of a Special Meeting of the Board of Governors  
held on Tuesday, June 24th, at 2:30 p. m. in the office of the Prime Min-  
ister, Parliament Buildings, in accordance with the suggestion of the Hon.  
Mr. Nixon that the whole B. C. Government in

188-2

June 12th, 1941

Minister  
Superior's  
Finances

Promotions as from 1 July 1941

Faculty of Dentistry

Associate in Periodontology: W. G. McIntosh

School of Hygiene

Assistant Professor, Physiological Hygiene: H. M. Barrett  
Associate Professor, Epidemiology and Biometrics: W. Mosley

School of Social Work

Director and Associate Professor: S. K. Jaffary  
Assistant Professor: Miss B. M. Finlayson  
Associate Director and Assistant Professor: Miss A. C. McGregor

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Minutes of a Special Meeting of the Board of Governors  
held on Tuesday, June 24th, at 2:30 p. m. in the office of the Prime Minister, Parliament Buildings, in accordance with the suggestion of the Hon. Mr. Nixon that the Board should meet in

188-3

June 12th, 1941.

Minister

Minister's  
FinancesAppointments for 1941-42LecturersFaculty of Arts

Applied Mathematics: B. A. Griffith

Botany: M. W. Bannan

Mies D. F. Forward

D. H. Hamly

A. J. V. Lehmann

N. W. Radforth

Chemistry: Mrs. G. F. Marrian

J. J. Rae

Geography: D. F. Putnam

Geology: W. W. Moorhouse

V. J. Okulitch

Law: B. Laekin

Mathematics: D. B. DeLury

Mies C. C. Krieger

Mies M. E. G. Waddall

Mineralogy: V. B. Maen

Physics: A. D. Misener (and Demonstrator)

R. Richmond (and Demonstrator)

H. L. Waleh (and Demonstrator)

Political Economy: S. D. Clark (in Sociology)

J. E. L. Graham

C. B. MacPherson

Zoology: F. E. J. Fry

R. R. Langford

University College, French:

G. L. Aesie

Mies I. G. Balthazard

Mies A. C. Cole

J. A. Houpert

Mies M. Macdonald

University College, German: M. Joze

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Minutes of a Special Meeting of the Board of Governors  
held on Tuesday, June 24th, at 2:30 p. m. in the office of the Prime Minister, Parliament Buildings, in accordance with the suggestion of the Hon.  
that the whole Board should meet members of the Government in

188-4

June 12th, 1941.

Minister  
Insurance  
Finances

Appointments for 1941-42LecturersFaculty of Applied Science and Engineering

Applied Physics: V. L. Henderson  
Chemical Engineering and Applied Chemistry: J. G. Breckenridge  
A. M. Fitzgerald  
Civil Engineering, Municipal and Structural: C. E. Helwig  
Electrical Engineering: F. Noakes  
J. E. Reid  
Engineering Drawing: P. V. Jermyn  
J. J. Spence  
Mechanical Engineering: R. G. Hillier  
D. D. Penabaker  
I. W. Smith  
Metallurgical Engineering: A. Frumkin  
Mining Engineering: W. T. Turrall  
S. E. Wolfe

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Faculty of Household Science

Food Chemistry: Miss M. D. Smith  
Miss E. I. Walker  
Household Science: Miss H. R. Coatsworth (part-time)  
Miss D. E. Hunter  
Miss D. E. Mulholland

School of Hygiene

Epidemiology and Biometrics: A. E. Berry  
J. H. Baillie  
Physiological Hygiene: J. G. Cunningham

School of Social Work

D. G. McCullagh

School of Nursing

Miss W. I. Chute  
Miss N. D. Fidler  
Miss M. B. Millman  
Miss M. J. Wilson

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Minutes of a Special Meeting of the Board of Governors held on Tuesday, June 24th, at 2:30 p. m. in the office of the Prime Minister, Parliament Buildings, in accordance with the suggestion of the Hon. Mr. Nixon that the whole Board should meet members of the Government in

188-5

June 12th, 1941.

ing Minister  
 Treasurer's  
 of Finances

Appointments for 1941-1942

Faculty of Dentistry

Associate Professor of Medicine: F. A. Clarkson

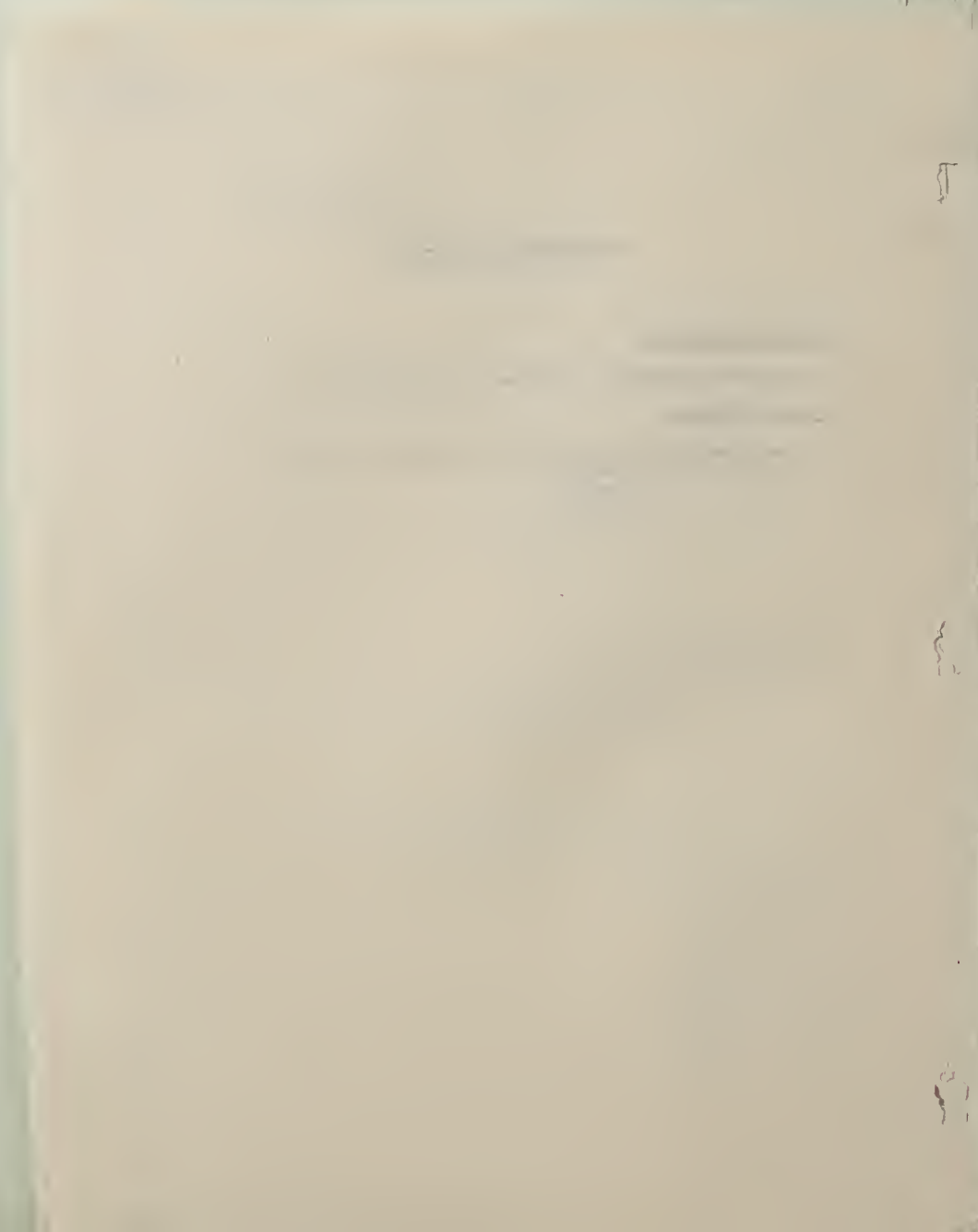
as Secretary.

School of Hygiene

Assistant Professor in Physiological Hygiene: R. E. Haist  
 Associates: A. L. MacNabb  
 J. T. Phair  
 Miss E. Wheler

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Minutes of a Special Meeting of the Board of Governors held on Tuesday, June 24th, at 2:30 p. m. in the office of the Prime Minister, Parliament Buildings, in accordance with the suggestion of the Hon. Mr. Nixon that the whole Board should meet members of the Government in connection with the University Estimates for 1941-42:-

Present -

Hon. Mitchell F. Hepburn	- Prime Minister
Hon. H. C. Nixon	- Provincial Secretary and Acting Minister of Education
Mr. C. S. Walters	- Deputy Minister, Provincial Treasurer's Department, and Controller of Finances

Members of the Board

The Chairman (Dr. Macdonald)	Mr. Duncan
The Chancellor	Mr. LaBine
The President	Mr. McCullagh
Mr. Ross	Mr. Morrow
Dr. Anderson	Mr. Burns

The Bursar was present as Secretary.

Accumulated deficit

The Chairman of the Board explained to the Prime Minister that written authority had always been given the University by the Minister of Education for proceeding with the University expenditures as presented in the University Estimates, which brought about the accumulated deficit existing at the present time. In view of this situation Mr. McCullagh emphasized the responsibility of the Government, which was admitted by the Prime Minister, who stated that he would endeavour to have the Cabinet provide funds to take care of the shortage as soon as possible. The Chairman also stated that as the University year began at 1st July it would be necessary to carry on in the meantime and possibly have consideration given to the whole situation in the Fall, to which the Prime Minister gave approval.

Necessity for balancing University budget

In connection with the Estimates for 1941-42, the Prime Minister informed the Board that it would be necessary to balance the University budget, and stated that in his opinion the University students were not making a sufficient financial contribution for the education provided and that the fees would have to be increased.

Items not  
Univer-  
sity ex-  
pendi-  
tures

Bank  
over-  
draft

The President and Mr. Ross explained the numerous ap- propriations which had been included in the University Estimates but which were not primarily University expenditures.

The Bursar pointed out that the University at the pre- sent time had a considerable Bank overdraft and asked that the \$300,000 of the Special Grant requested for June 10th be paid as soon as possible, and assurance was given by Mr. Walters that this would be attended to im- mediately.

The meeting adjourned at 3:45 p. m.

Minutes confirmed.

*June 26 5 1941*

*Samuel Macdonald*  
Chairman.

*Indefinite  
on B.*

Minutes of the meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, June 26th, 1941, at 4 p.m.

Present -

The Chairman (Dr. Macdonald)	Mr. Burns
The Vice-Chairman	Hon. Dr. Bruce
The Chancellor	Dr. Anderson
The President	Mr. Ross
Hon. Dr. Ferguson	Mr. Osler
Mr. Morrow	Mr. LaBine

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Mr. McCulloch	Mr. Bryce
Mr. Duncan	Mr. Rogers
Mr. Neilly	Chief Justice Rose

The minutes of the regular meeting of June 12th and of the Special Meeting of June 24th were read and confirmed.

Arising out of the minutes the following matters were dealt with:-

10% reduction in certain appropriations for 1941-42

Following the reading of the minutes of the Special Meeting of the Board with the Prime Minister on Tuesday, June 24th, the Bursar was given authority to proceed under the Estimates for 1941-42 as approved by the Board on May 8th, 1941, and presented to the Prime Minister. It was decided, however, that a reduction of 10% was to be made in connection with the appropriations for departmental supplies and apparatus; also in the Librarian's appropriation for "Books, Periodicals, etc."

Possible exclusion from University Estimates of R.O.M., W.E.A., etc.

The Chairman of the Finance Committee, Mr. Ross, and Mr. Burns, were requested to confer with Mr. Walters, Deputy Minister in the Provincial Treasurer's Department and Controller of Finances, regarding the University's financial situation, and particularly the possibility of excluding from the Estimates such items as the Royal Ontario Museum, the

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Underhill  
case

Toronto Conservatory of Music, and the Workers' Educational Association, which it is felt should not be considered as proper maintenance charges against the University.

In accordance with the Board's decision to defer consideration of the Underhill case until the meeting of June 26th -

It was moved by the Hon. Dr. Ferguson,  
Seconded by the Hon. Dr. Bruce,

That in the opinion of this Board, without any reference to specific details of the writings or utterances of Professor Frank H. Underhill and viewing his record as a whole, it is in the best interests of the University that his services be dispensed with. This resolution is not to be construed as any personal reflection upon the President.

Both the mover and seconder spoke to the motion.

The Chairman then asked the President if he had anything to say before the motion was put.

The President reviewed the situation, requested that no action be taken in this matter, and presented the following statement:-

"I hereby withdraw the recommendation made last Autumn in regard to Professor Underhill's continuance on the staff of this University, and substitute for it a recommendation that no action be now taken to dismiss him."

The Chancellor then drew the attention of the meeting to the section in the University Act which makes it necessary that a recommendation of dismissal from the President should precede any action by the Board. There now being no such recommendation no action was taken.

The motion of the Hon. Dr. Ferguson, seconded by the Hon. Dr. Bruce, was then put to the Board and was approved by a majority of those present.

A recorded vote was requested which resulted as follows:-

<u>Yeas</u>	<u>Nays</u>
Hon. Dr. Ferguson	The Chairman
Mr. Morrow	The Vice-Chairman
Mr. Burns	The Chancellor
Hon. Dr. Bruce	The President
Mr. LaBine	
Mr. Osler	
Mr. Ross	

Connaught  
Laborator-  
ies Annual  
Report

In accordance with notice previously given by Mr. Neilly, the Annual Report of the Connaught Laboratories covering the fiscal year ended 31st March, 1941, was presented, and upon motion of Mr. Morrow, in the absence of Mr. Neilly, seconded by Mr. Burns, this report was adopted as follows:-

Connaught  
Laborator-  
ies Annu-  
al Report  
(Cont'd)

"To the Board of Governors,  
University of Toronto.

The Balance Sheet and Earnings Statement presented herewith, accompanied by our Director's Summary of the year's operations, constitute the Annual Report of the Connaught Laboratories Committee for the fiscal year ended March 31st last.

Sales for the period constituted a new all time high and grossed \$775,906.67. On this turnover we realized an operating margin of \$64,861.40, or slightly better than 8%.

If to this \$64,000 odd is added income from investments and other sources, less the cost of specific grants for research, the total available for transfer to General Reserve is \$87,131.08, and this we believe must be considered a very satisfactory year's record.

In common with other forms of industry, we have our wartime problems. The trend of compensation rates, especially in the lower classifications, is upward. We have authorized some modest increases and we will probably have to continue that upward revision as conditions warrant.

In the opinion of your Committee, the salaries presently being paid to heads of departments are too low. There has not been a suggestion of complaint from these men, but the facts speak for themselves, and if we are to remain worthy of their confidence, we must, during the present year, take the necessary steps to remedy this situation. I need hardly remind you that these men are not on duty for a few hours a day during seven or eight months in the year. They are on duty twenty-four hours per day for twelve months, less the holiday period, each year, and holidays under present conditions are often honoured in the breach.

During the year our stocks of raw materials have been appreciably increased, and we have not hesitated to authorize any reasonable expenditure necessary to put us in a position to respond, promptly and efficiently, to any probable demand that may be made by Governmental authorities upon our facilities and resources.

However, we have one weakness. We are presently organized upon a skeleton basis. Dr. Defries took over the late Dr. FitzGerald's work and as yet he continues to carry the responsibility of his original duties and those pertaining to the post of Director. We have lost Dr. Best, and, if some of the other key men were to meet with accident, we would find ourselves in a difficult position.

The key men we have referred to are men whose work has won world-wide recognition. They just could not be replaced, and if their positions were vacated, we would, even under ordinary conditions, be faced with grave difficulty. Under present wartime conditions replacement would be next to impossible.

We hope good fortune will see us through this difficult period, and in the meantime you may rest assured the Director has this situation in mind and is planning to strengthen the organization as soon as circumstances will permit.

Finally, your Committee would like to express its appreciation of the splendid manner in which the Board, on different occasions during the past year, has responded to its requests and recommendations, and I would now Move, Seconded by Mr. Morrow, that the Annual Report of the Connaught Laboratories for the fiscal year ended March 31st, 1941, as presented herewith, be approved, ratified and confirmed, and that this Committee be instructed to give early consideration to the rate of compensation paid to those in responsible charge of the Laboratories' activities, and to present its recommendations with respect thereto as soon as convenient following the Summer Recess.

Signed on behalf of the  
CONNAUGHT LABORATORIES COMMITTEE

Balmer Neilly  
Chairman  
per F. K. Morrow.

June 24th, 1941.



Connaught  
Laborator-  
ies Annual  
Report  
(Cont'd)

"Balmer Neilly, Esq., B.A.Sc., M.E.,  
Chairman,  
Connaught Laboratories Committee.

Dear Mr. Neilly:-

You may recall that a year ago this month we were all hopeful that Dr. FitzGerald would soon be able to resume his duties as Director. His unexpected passing was, therefore, all the more grievous. Our sense of loss has deepened as the months have passed, but the many expressions of appreciation of his life and work as received from scientific bodies and from many friends of his have each been the source of new determination to carry forward the work of the Laboratories, as far as lies within our power, in his spirit and with his ideals. The death, shortly before Dr. FitzGerald's passing, of Dr. A. H. Caulfeild, our Senior Research Member and one of the Laboratories' pioneers, and later the tragic death of our colleague, Sir Frederick Banting, have added to the irreparable loss which we have suffered this year.

Of first concern in the conduct of the work of the Connaught Laboratories during this year has been the carrying forward of research and the preparation of products related to the war. At the same time, it has been essential that the services rendered by the Laboratories in Canada should not suffer any disruption and that possible emergencies be anticipated. In this brief report, it is possible to refer only to a very few of the research studies which now number more than fifty. These studies are outlined in the Director's report to the President and are presented in detail in the collected volume of studies which is published annually.

In south-eastern Europe, typhus fever, transmitted by lice, is one of the most serious of the epidemic diseases. In the last war, it caused hundreds of thousands of deaths. No successful means of prevention by vaccination had been developed at the time of the commencement of the present war. Intensive work was, however, commenced in centres in Europe and on this continent and work has been carried on in the Connaught Laboratories since April 1940. As a result of the work here, a vaccine of considerable promise has been prepared, and observations of its possible value are now being made in England. Because of the highly infectious nature of typhus fever, strict isolation has been necessary and facilities for conducting our studies have been provided in the Farm Section. These studies have been assisted by a grant from the National Research Council of Canada.

Bacillary dysentery is also an important disease in the Near East. This form of dysentery is known to be caused by various micro-organisms and a serum for the treatment of dysentery as caused by one of these organisms (Shiga) has been found to be of definite value. Following a request from the Canadian Red Cross Society for this serum for use in Greece, it was found that supplies could not be obtained in the United States in the form desired and that the price was almost prohibitive. Work was, therefore, undertaken in the Connaught Laboratories and Shiga serum is now being prepared. For this undertaking, a grant has recently been provided by the National Research Council of Canada.

Another devastating disease which has its origin in the Orient is cholera. Stringent quarantine regulations normally prevent its spread. Under war conditions, particularly the movement of refugees, the danger of epidemics of cholera is real. In the Western Division of the Connaught Laboratories, studies are being conducted and it is now possible for cholera vaccine to be furnished if it is required.

In more of the fields of war and in the bombed areas, the danger of lockjaw (tetanus) and, less commonly, of the rapidly-spreading type of gangrene constitute a menace to the armed forces and civilians alike. In the last war, protection against tetanus was afforded to the wounded by the use of serum obtained from the blood of immunized horses. In this war, tetanus antitoxin is being widely used particularly in the protection of civilian casualties and a new product, tetanus toxoid, is being administered as a vac-

cinating agent to every member of the armed forces on enlistment. From the army experience to date, it appears that definite immunity is conferred by tetanus toxoid and, further, that this immunity is of a durable nature. It is hoped that prevention of tetanus by use of tetanus toxoid may be comparable to the brilliant results obtained in the prevention of diphtheria by use of diphtheria toxoid.

The problem presented by gas-gangrene infections is a complex one. The causative organisms vary in different parts of the world and as a result serums for each of the different types are required to be prepared. Supplies of serum for the treatment of three of the most important types are now being prepared in the Connaught Laboratories. Approximately 100 horses have been used in the work of producing tetanus and gas-gangrene serums.

In connection with this subject, an intensive study of wound infections has been conducted in the Connaught Laboratories in co-operation with Toronto hospitals. As a result recommendations were made which have already been implemented by hospital and other authorities. This is another study which has been assisted by a grant from the National Research Council of Canada.

In other fields of research, investigations of problems in immunity as relating to scarlet fever, diphtheria, whooping cough and epidemic meningitis, and to influenza and pneumonia, and to typhoid and paratyphoid fevers have been carried forward. Of these problems, those relating to diphtheria, scarlet fever and influenza, have been of particular concern to the armed forces during the past winter.

One advance of particular significance has been the preparation, in the Connaught Laboratories, of a combination of the vaccine for the prevention of typhoid and paratyphoid fevers with tetanus toxoid. This composite product is known as T.A.B.T. Vaccine. The advantages of this combination are being evidenced by its present use in the army.

In this report it is possible to make only brief mention of the part played by the Connaught Laboratories in the preparation of dried human blood serum for use in the treatment of persons suffering from shock following injuries or accidents. This highly important work was initiated by Dr. C. H. Best with the members of the staffs of the Department of Physiological Hygiene in the School of Hygiene, and of the Department of Physiology, shortly after the commencement of the war. When the need arose for facilities to permit of preparing large quantities of the serum, the Connaught Laboratories, which had assisted in the work from its commencement, were asked to undertake the responsibility for the preparation in all its steps. Large mechanical equipment is required and is being housed temporarily in the City Section of the Laboratories but shortly the existing equipment and additional drying units will be accommodated in new quarters in the Farm Section. The development of this work is the outcome of conjoint effort of Dr. Best and his collaborators, the Connaught Laboratories, the National Research Council of Canada, the Department of National Defence, the Department of Pensions and National Health, and the Canadian Red Cross Society. The Canadian Red Cross Society is making a splendid contribution in making possible the collection of blood from voluntary donors throughout Canada and the forwarding of the blood or serum to the Connaught Laboratories for processing.

As to the preparation and distribution of the biological products supplied by the Connaught Laboratories during this year, the volume of products is the highest in the history of the Laboratories. One important new product, namely, the combined vaccine for protection against typhoid and paratyphoid fevers and tetanus, was introduced, to which product reference has already been made. The list of products now numbers thirty-four. It has been the privilege of the Laboratories to supply the requirements of the armed forces for tetanus toxoid and for the new combined vaccine as well as to supply large quantities of typhoid-paratyphoid vaccine, smallpox vaccine, and other products. Expressions of appreciation of the quality of the products have been received from the Director General of Medical Services and members of his staff. In

Connaught  
Laboratories Annual  
Report  
(Cont'd)

co-operation with the Department of National Defence and the Provincial Department of Health of Ontario, studies of field problems relating to the control of communicable diseases in the armed forces were made. To provide for possible emergency needs in Great Britain or in the Dominions, as well as to provide adequately for the Canadian armed forces, every effort has been made to establish reserves of products. In consequence, additional personnel and considerable alterations in the Laboratories together with the purchase of new equipment have been necessary.

During the year the problems referred to in last year's report as relating to the financial side of operations have been even more acute. There have been further increases in the prices of raw materials and supplies, and price-cutting and other activities of commercial houses operating in the fields of distribution in which the Connaught Laboratories are interested have continued. The greatly increased volume of distribution has made possible the results shown in our financial statement.

The work of the Western Division of the Connaught Laboratories in the University of British Columbia has been carried forward in a splendid manner by Dr. C. E. Dolman. The Western Division constitutes tangible evidence of the interest of the Connaught Laboratories in the furtherance of research in preventive medicine in other parts of Canada and its establishment six years ago has strengthened greatly the position which the Connaught Laboratories holds in British Columbia and in Western Canada.

Three of our most senior members, Dr. N. E. McKinnon, Dr. M. H. Brown, and Dr. D. L. MacLean, enlisted at the very commencement of the war and are serving overseas. Promotions and appointment to special duties give evidence of the valuable services which they are rendering. From numerous sections of the Laboratories, members are now serving in the armed forces. To carry forward the work of the Laboratories, temporary appointments are being made. A number of vacancies are being filled by women. When it is remembered that the staff of the Laboratories was largely composed of young men, particularly in the Farm Section, it is not surprising that the Laboratories have been faced with an acute problem. The difficulty of obtaining and training new personnel, and providing transportation to the Farm Section, together with necessary lunch-room and other facilities, is very real.

The resignation of Dr. Charles H. Best as Associate Director following his appointment as Director of the Banting and Best Department of Medical Research has been received with great regret. It is hoped that Dr. Best may continue a relationship with the Connaught Laboratories as an Honorary Consultant.

Several important changes in the administrative staff of the Laboratories were made. Mr. F. Lorne Hutchison, who assumed the duties of Comptroller when he joined the Laboratories in 1925, was promoted to be Assistant Director, being succeeded in the office of Comptroller by Mr. K. E. Allen who had been associated with Mr. Hutchison as Accountant since 1932 and also as an Assistant Comptroller since 1939.

I wish personally to express my sincere appreciation for the counsel and advice which you have at all times given to me and to my fellow members of the staff, and to thank the Connaught Laboratories Committee for their most kindly consideration of work and needs of the Laboratories. I would like also to thank you for arranging our privilege in entertaining the members of the Board both at the Farm Section and the City Section of the Laboratories during the past year.

Yours faithfully,

(Sgd) R. D. Defries  
Director.

June 24th, 1941.



Insulin  
Committee  
Report

Report No. 28 of the Insulin Committee covering the year ended  
31st July, 1940, was considered and approved as follows:-

"To the Board of Governors,  
University of Toronto.

WHEREAS the surplus in the funds of your Insulin Committee as at 31st July, 1940, amounted, in all, to \$171,604.02 (as shown in the attached Balance Sheet) -

AND WHEREAS this surplus requires to be dealt with pursuant to agreements between the Governors and Frederick Grant Banting, Charles Herbert Best and James Bertram Collip -

AND WHEREAS, with the assent of the Governors on the one hand and Doctors Collip, Best and Banting on the other, your Insulin Committee has arranged that, in the division of such a surplus, the sum of \$10,000 be withheld to remain as an Operating Balance in the funds of the Committee -

Your Insulin Committee has now to request that the sum of \$161,604.02 (i.e. the above-mentioned surplus of \$171,604.02 less \$10,000) be dealt with as follows, to wit:-

1. That a one-half portion of this \$161,604.02, i.e. \$80,802.01, be paid into the Insulin Committee Trust Fund which is held by the Bursar; and that interest allowed on this fund, so augmented, be at such rate as may be determined by the Board of Governors.
2. That one-third of the second half-portion of \$161,604.02, i.e. \$26,934.01, be held by the Bursar subject to withdrawal upon requisitions from time to time by the Director of the Banting and Best Department of Medical Research for the purposes of medical research being carried out in the University of Toronto by the said Director personally or under his direction.
3. That the sum of \$26,934.00 be paid, for the purposes of medical research, to McGill University, to which Dr. J. B. Collip was attached, and in which he was actively employed in research work, for the duration of the twelve months between 1st August, 1939, and 31st July, 1940.
4. That the sum of \$26,934.00 be held by the Bursar subject to withdrawal upon requisitions from time to time by Dr. C. H. Best for the purposes of medical research being carried out in the University of Toronto by him personally or under his direction.
5. That if for any reason the whole or any part of the sums set aside for the Director of the Banting and Best Department of Medical Research and for Dr. Best be not called upon as provided hereinabove, the disposal of the balance or balances be dealt with by the Board of Governors.

All of which is respectfully submitted.

(Sgd) B. Neilly  
Vice-Chairman

(Sgd) F. Lorne Hutchison  
Executive Secretary.

June 5th, 1941.

Agreement  
with T.  
Eaton Co.  
re use of  
Margaret  
Eaton  
School

In connection with the incorporation of the Margaret Eaton School into the Course on Physical and Health Education at the University, the Bursar presented an agreement between the Governors and Business Properties Limited, one of the subsidiary companies of the T. Eaton Company Limited which owns the building in which the Margaret

Agreement with T. Eaton Co. re use of Margaret Eaton School (Cont'd)

Eaton School is situated. This agreement covered the arrangements as previously agreed upon for the use of this building by the University students enrolled in this course as outlined in Mr. R. Y. Eaton's letter to President Cody under date of May 22nd, and

Upon motion of Hon. Dr. Ferguson  
Seconded by Hon. Dr. Bruce,  
It was Resolved -

That the Chairman and the Bursar be authorized to sign the above-mentioned form of agreement with the T. Eaton Company Limited, dated 1st July, 1941, and that the following letter be transmitted by the Bursar on behalf of the Board to the Eaton Girls' Club:-

"The Eaton Girls' Club,  
Toronto, Ontario.

Dear Mesdames:-

You are at liberty until further notice to use, for the purpose of your Club, available portions of our premises at the southeast corner of Yonge and McGill Streets, Toronto, formerly occupied by The Margaret Eaton School including the equipment at present in such premises and any that may be placed there by you from time to time at such times as we are not using all of the premises for the purpose of the Physical and Health Education Department of the University, it being understood that you will not commit any breach of the terms of our lease of the premises.

As we shall not require the use of the premises in the evenings and on Saturday afternoons after the times set out below respectively you will be free to make use of the premises until further notice during every evening of each week and every Saturday afternoon after the times respectively specified below:

Monday	5 p.m.	Friday	5 p.m. excepting the
Tuesday	5 p.m.		swimming pool where the
Wednesday	6:30 p.m.		time will be 10:30 p.m.
Thursday	5 p.m.	Saturday	1 p.m.

all times mentioned being according to the time in effect in the City of Toronto from time to time.

It is understood that in using the said premises and any such equipment your members will do so at their own risk and the University will be under no liability for any injuries or damage which may be sustained by reason of your use of the said premises or equipment except where such injury or damage may result from our negligence or that of our servants, agents, employees or students.

Yours very truly,

(Sgd) C.E.Higginbottom  
Bursar."

Estimated cost of operating No. 99 St. George St.

In this connection also the President presented a report from the Superintendent of the University outlining the cost of operation of No. 99 St. George Street owned by Trinity College and formerly occupied by the students of the Margaret Eaton School, and upon the President's recommendation the Board decided that they would not take over this property.



Compensation for injury re course on Inspection of Explosives

The President also presented a letter from Dr. O Maass, Chairman of the War Technical and Scientific Development Committee of the National Research Council, stating that in connection with the course to chemical students on the Inspection of Explosives he did not think it would be possible to arrange that the Government would commit itself to indemnify persons injured during such an enterprise, and that the only thing he had been able to establish was that each case would be favourably considered as far as compensation for injury was concerned.

Medical fees for course to permit of earlier graduation

The following proposed schedule of fees was approved for students in Medicine in connection with the changes made in that Faculty to permit of the earlier graduation of students:-

Tuition Fees for Session 1941-42

SIXTH YEAR	August 25th to April 15th		\$300.
FIFTH YEAR	August 25th to March 31st	\$300.	
	April 13th to June 27th	<u>100.</u>	400.
FOURTH YEAR	August 25th to March 31st	<u>300.</u>	
	April 13th to June 27th	<u>100.</u>	400.
THIRD YEAR	August 25th to March 31st	<u>275.</u>	
	April 13th to June 27th	<u>100.</u>	375.
SECOND YEAR	August 25th to March 31st	<u>275.</u>	
	April 13th to June 27th	<u>92.</u>	367.
FIRST YEAR	As at present		

University Press Estimates, 1941-42

The Chairman reported that the Estimates of the University Press for 1941-42 had not yet been dealt with by the Finance Committee, to which they were referred at the last Board meeting for consideration, and this Committee was thereupon given power to act in this matter.

Unemployment Insurance appropriation

The Bursar reported that in connection with the Unemployment Insurance Scheme, to become effective 1st July, 1941, he had estimated that the amount required to cover the University's contribution to the fund in connection with the 380 employees to be included in the scheme would be approximately \$5,500.00, and authority was given for the appropriation of this amount for the year 1941-42.

Letter of thanks from Dean Mitchell

The Bursar also presented a letter from Dean Mitchell expressing sincere appreciation of the action of the Board in conferring upon him the title of Dean Emeritus of Applied Science and Engineering; and in this connection the President presented letters of commendation which he had received from the following persons upon the appointment of

Letters  
re Dean  
Young's  
appoint-  
ment

Professor C. R. Young as Dean Mitchell's successor:-

Mr. Fraser S. Keith of the Shawinigan Water & Power Co., Montreal.  
Mr. J. B. Challies, Civil Engineer, Montreal.  
Professor H. E. T. Haultain, formerly Head of the Department of  
Mining Engineering, and now Professor Emeritus.

Appoint-  
ments

In accordance with notice previously given, the Pre-  
sident moved that the following promotions and appointments for 1941-42,  
as recommended by him, be made, and approval was given to the same at  
the salaries set opposite the respective names:-

Promotions from 1 July, 1941

Faculty of Arts:

Botany:

Professor (part time): D. L. Bailey	\$3,700 per an.
Professor: G. H. Duff	4,500 " "
" H. B. Sifton	4,500 " "

Chemistry:

Professor: G. F. Wright	4,300 " "
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History:

Associate Professor: D. J. McDougall	3,000 " "
" " : E. W. McInnis	3,000 " "

Political Economy:

Professor of Accounting and Supervisor of Studies: C. A. Ashley	4,000 " "
Associate Professor of Accounting: F. R. Crocombe	3,500 " "

Faculty of Medicine:

Ophthalmology:

Professor and Head of the Department: W. W. Wright (vice W. H. Lowry, resigned)	700 " "
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Oto-Laryngology:

Professor and Head of the Department: A. A. Campbell (vice G. M. Biggs, resigned)	700 " "
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Faculty of Applied Science & Engineering:

Electrical Engineering:

Associate Professor: B. de F. Bayly	3,400 " "
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Faculty of Forestry:

Professor: T. W. Dwight	4,500 " "
Associate Professor: R. C. Hosie	3,800 " "

Appointments from 1 July, 1941

Faculty of Arts:

Botany:

Professor (part time): L. C. Coleman	2,500 per an.
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Law:

Assistant Professor: J. E. M. Hancock (also in the School of Law)	2,000 " "
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Physics:

Assistant Professors: J. M. Anderson	2,400 " "
Miss E. J. Allin	2,400 " "
Miss K. M. Crossley	2,000 " "
Miss F. M. Quinlan	2,000 " "

English:

Assistant Professor: A. E. Birney	2,500 " "
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Faculty of Medicine:

Physiology:

Assistant Professor: J. Campbell	1,500 " "
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Appoint-  
ments  
(Cont'd)

Appointments from 1 July, 1941 (Cont'd)

<u>Faculty of Applied Science and Engineering:</u>		
<u>School of Architecture:</u>		
Assistant Professor: W. E. Carswell		\$2,700 per an.
<u>Electrical Engineering:</u>		
Assistant Professor: R. J. Brown	2,600	" "
<u>Faculty of Dentistry:</u>		
Associate in Periodontology: W. G. McIntosh	540	" "
<u>Faculty of Household Science:</u>		
Assistant Professor, Household Science:		
Miss J. S. Roberts	2,600	" "
<u>School of Hygiene:</u>		
Assistant Professor of Industrial Hygiene,		
Physiological Hygiene: H. M. Barrett	2,900	" "
Associate Professor of Public Health Administration,		
Epidemiology & Biometrics: W. Mosley	4,200	" "
<u>School of Social Work:</u>		
Director and Associate Professor: S. K. Jaffary	3,900	" "
Associate Director and Assistant Professor:		
Miss A. C. McGregor	2,800	" "
Assistant Professor: Miss B. M. Finlayson	2,600	" "
<u>School of Graduate Studies:</u>		
Dean G. S. Brett (for a period of three years)	1,000	" "
<u>Department of Physical and Health Education:</u>		
Assistant Professors: W. A. Stevens	300	" "
M. G. Griffiths	3,600	" "
Associate: J. E. McCutcheon	100	" "
Assistant Professors: Miss J. M. Forster	200	" "
Miss F. A. Somers	2,425	" "
Miss D. N. R. Jackson	1,700	" "
Associate: Miss S. E. Naylor	1,300	" "
<u>Ontario College of Education:</u>		
Assistant Professor, History: E. L. Daniher	4,200	" "

Lecturers for the Session 1941-42

<u>Faculty of Arts:</u>		
Applied Mathematics: B. A. Griffith		\$2,250
Botany: M. W. Bannan	\$1,700	Miss D. F. Forward 1,600
D. H. Hamly	1,400	A. J. V. Lehmann 2,100
N. W. Radforth	1,700	
Chemistry: Mrs. G. F. Marrian, Micro-Analysis		1,200
J. J. Rae	2,400	
Geography: D. F. Putnam		2,200
Geology: W. W. Moorhouse	1,800	V. J. Okulitch 2,100
Law: B. Laskin		1,900
Mathematics: D. B. DeLury	2,000	Miss C.C. Krieger 2,150
Miss M. E. G. Waddell		2,000
Mineralogy: V. B. Meen		1,800
Physics: A. D. Misener (and Demonstrator)		1,800
R. Richmond	" "	1,800
H. L. Welsh	" "	1,800
Political Economy: S. D. Clark, Sociology		2,100
J. E. L. Graham		1,800
C. B. MacPherson		2,100
Zoology: F. E. J. Fry	900	R. R. Langford 900
<u>University College:</u>		
<u>French:</u>		
G. L. Assie	2,000	Miss I.G. Balthazard 1,800
Miss A. C. Cole	2,350	J. A. Houpert 2,000
Miss M. Macdonald	1,800	
<u>German:</u>		
M. Joos		2,100

Appoint-  
ments  
(Cont'd)

Lecturers for 1941-42 Cont'd

School of Hygiene:

Epidemiology & Biometrics: A. E. Berry	\$ 500
J. H. Baillie	3,000
Physiological Hygiene: J. G. Cunningham	500

Faculty of Applied Science & Engineering:

Applied Physics: V. L. Henderson	2,150
Chemical Engineering & Applied Chemistry:	
J. G. Breckenridge \$1,950	A. M. FitzGerald 1,800
Civil Engineering, Municipal & Structural: C. E. Helwig	2,000
Electrical Engineering: F. Noakes	1,800
J. E. Reid	2,300
Engineering Drawing: P. V. Jermyn	2,400
J. J. Spence	2,200
Mechanical Engineering:	
R. G. Hillier 1,800	D. D. Panabaker 2,600
I. W. Smith 1,700	
Metallurgical Engineering: A. Frumkin	1,800
Mining Engineering: W. T. Turrall	1,900
S. E. Wolfe	2,600

Faculty of Household Science:

Food Chemistry: Miss M. D. Smith	1,750
Miss E. I. Walker	1,750
Household Science: Miss H. R. Coatsworth (part time)	1,050
Miss D. E. Hunter	1,800
Miss D. E. Mulholland	1,900

School of Social Work:

D. G. McCullagh	2,000
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School of Nursing:

Miss W. L. Chute, Science and Nursing	2,300
Miss N. D. Fidler, Nursing and Supervisor of Courses in Teaching	2,300
Miss M. B. Millman, Public Health and Supervisor of Field Practice	2,300
Miss M. J. Wilson, Nursing and Clinical Instructor in Hospital	1,500
	(plus living 400)

Other appointments for 1941-42

School of Hygiene:

Assistant Professor, Physiological Hygiene: R. E. Haist	2,600
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Public Health Administration:

Associates: A. L. MacNabb \$150	J. T. Phair 300
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Public Health Nursing: Associate, Miss E. Wheler	2,200
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Faculty of Dentistry:

Associate Professor of Medicine: F. A. Clarkson	360
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Other appointments as recommended by the President were made and the salaries were fixed at the amounts set opposite the respective names:-

For the Session 1941-42

Athletics and Physical Training - Men:

Gymnasium Instructor & Supervisor of Compulsory Physical Training: W. H. Martin	\$2,700
Gymnasium Instructor and Supervisor of Intramural Activities: J. E. McCutcheon	2,600
Swimming Instructor: W. W. Winterburn	2,600
Gymnasium Instructor: C. Zwygard	1,100
Chief Locker and Attendance Clerk: W. Rimmer	2,100
Clerical Assistant: Miss K. Boyd	850

Appoint-  
ments  
(Cont'd)

For the Session 1941-42 (Cont'd)

<u>Athletics and Physical Education - Women:</u>			
Assistant Physical Director: Miss J. M. Forster			\$1,500
Swimming Instructor: Miss E. A. Edwards			1,200
Gymnasium and Clerical Assistant: Mrs. M. Graham			300
<u>Health Service - Men:</u>			
Office Assistant: J. M. Thomas			1,200
<u>Department of Physical and Health Education:</u>			
Assistants: Mrs. C. Finley			100
Mrs. M. Graham			700
C. Zwygard			700
Secretary: Miss C. H. Layton			1,750
<u>Faculty of Arts:</u>			
<u>Chemistry:</u>			
Assistant: W. L. Godson			650
<u>History:</u>			
Special Lecturer: C. G. Coulton			1,500
Secretarial Assistant: Miss F. C. Hahn			900
<u>Physics:</u>			
Research Associate in Geophysics: N. B. Keevil	\$300	per mo.	
Fellow in Geophysics: R. F. Errington	125	" "	
Research Assistants, Geophysics: F. J. P. Consitt	175	" "	
J. W. Dale			1,000
<u>Zoology:</u>			
Research Assistant: F. Laughlin, July and August			
(vice S. Vickers)			72
<u>Faculty of Medicine:</u>			
Assistant, Histology: H. deW. Ball			500
Demonstrators: M. J. Wilson, X-Ray Anatomy			400
D. R. Murray		Anatomy	400
Miss K. I. McMurrich			800
E. A. Montgomery, Dental Anatomy			350
Museum Technician (part time): B. L. Guyatt			600
Third Laboratory Assistant: H. Lloyd			650
<u>Bio-Chemistry:</u>			
Demonstrator: Mrs. J. M. Fisher			1,100
Fellows: A. D. Barton	\$800	D. H. Laughland	800
Miss E. A. Macpherson	1,050	J. Tuba	950
<u>Hygiene &amp; Preventive Medicine:</u>			
Demonstrators: A. M. Fallis	400	R. Hare	400
Class Assistant: Miss G. Mickle			1,000
Laboratory Assistant: Miss F. E. Neill			600
<u>Medicine:</u>			
<u>Senior Demonstrators:</u>			
G. Bates	\$200	G. F. Boyer	200
E. A. Broughton	200	E. E. Cleaver	200
H. A. Dixon	200	J. C. Falconer	200
G. W. Loughheed	500	J. H. McPhedran	200
E. J. Maltby	200	W. E. Ogden	200
<u>Junior Demonstrators:</u>			
C. R. Burton	150	E. P. Brocks	150
R. A. Cleghorn	3,000	T. A. Crowther	150
T. A. Crowther	150	J. W. Graham	1,500
F. C. Hamilton	150	L. M. Murray	150
A. E. Parks	150	D. J. Prendergast	150
J. A. Walters	2,400	N. M. Wrong	150
<u>Junior Demonstrators, Clinical Microscopy:</u>			
H. M. Gray	250	A. H. Squires	150
<u>Research Assistants:</u>			
Miss M. I. Hanna	1,440	N. W. Simmons	1,200
Fellow: K. J. R. Wightman			1,000
Secretary: Miss S. H. Clutton			1,560
<u>Obstetrics and Gynaecology:</u>			
<u>Senior Demonstrators:</u>			
W. A. Dafee	200	S. J. N. Magwood	200



Appoint-  
ments  
(Cont'd)

For the Session 1941-42 (Cont'd)

Faculty of Medicine (Cont'd):

Obstetrics and Gynaecology (Cont'd):

Junior Demonstrators:

L. T. A. Armstrong	\$150	J. C. Goodwin	\$150
H. W. Johnston	150	F. McInnis	150
J. C. Mann	150	K. Manning	150
W. Murby	150	P. J. O'Leary	150
A. Purdy	150	G. L. Watt	150

Fellows (part time):

D. N. Henderson	500	J. R. McArthur	500
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Secretary: Miss L. vander Hoorn	900		
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Ophthalmology:

Associate: L. J. Sebert			without salary
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Senior Demonstrators:

J. F. A. Johnston	200	W. R. F. Luke	200
A. L. Morgan	200		

Assistant (part time): H. T. Hodgson	700		
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Secretarial Assistant: Miss M. H. Gray	500		
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Oto-Laryngology:

Senior Demonstrators:

H. H. Burnham	200	J. K. Robert	200
A. H. Veitch	200	D. E. S. Wishart	200

Junior Demonstrators:

G. W. McGregor	150	A. M. McLeod	150
G. C. Snell	150	J. G. Strachan	150
J. Sullivan	150		

Paediatrics:

Senior Demonstrators:

W. W. Barraclough	150	Dr. Gladys L. Boyd	500
A. P. Hart	200	G. E. Smith	200

Junior Demonstrators:

J. H. Ebbs	200	W. A. Hawke	200
J. D. Keith	300	N. Silverthorne	300
C. E. Snelling	300		

Research Fellow: Dr. Elizabeth C. Robertson	200		
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Research Assistant in Chemistry: S. H. Jackson	900		
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Director of Paediatric Research Laboratories: F. F. Tisdall	without salary		
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Technicians in Research Laboratories:

Miss M. E. Doyle	200		
Miss W. M. Johnstone			without salary
Miss E. Shatruk			" "

Secretarial Assistant: Miss M. Cassidy	500		
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Pathology and Bacteriology:

Senior Fellow in Pathology: J. W. Stevenson	1,200		
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Fellows: C. E. Lindenfield, Museum	850		
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R. C. Long, Pathology	850		
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J. Y. Phillips, Neuropathology	1,000		
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Miss Alice E. Whiteside, Bacteriology	1,000		
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Demonstrators: E. J. Clifford, Bacteriology	without salary		
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S. M. Sudecki, Pathology	600		
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Pathological Chemistry:

Fellows: A. G. Gornall	\$1,200	C. S. McArthur	800
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Demonstrators:

D. H. Boddington	500	J. S. Wilson	250
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Assistant: G. P. Hamblin	250		
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Laboratory Assistant: K. Downs	1,200		
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Laboratory Attendant: Mrs. C. McCallum	350		
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Pharmacy and Pharmacology:

Fellows:

D. H. Bonnycastle	1,500	Mrs. M. M. O. Sweeten	1,500
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Physiology:

J. W. Dales	1,000 (Fellows)	Miss R. B. Durick	715
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Research Assistants:

L. B. Jaques	1,200	Mrs. M. T. C. Mitford	1,200
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M. J. Wilson, 1 July to 31 October, 1941	400		
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Technical Assistant, Biophysics: J. D. Brown	1,500		
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Temporary Animal Caretaker: T. W. Kober	900		
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Temporary Assistant Animal Caretaker: J. D. Illingworth	885		
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Temporary Technical Assistant: D. A. Stainsby	670		
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Research Assistant, Physiological Hygiene: J. Hunter,			
1 June, 1941, to 30 June, 1942			1,625

Appoint-  
ments  
(Cont'd)

For the Session 1941-42 (Cont'd)

Faculty of Medicine (Cont'd):

Physiology (Cont'd):

Clinical Associates, Physiological Hygiene (part time):			
C. L. Burke		\$60 per mo.	
C. J. Countryman		60 " "	
Technical Assistant, Physiological Hygiene:			
K. Roseblade		\$1,380	

Psychiatry:

Demonstrators:

G. W. Anderson	\$150	R. M. Franks	150
G. H. Lugsdin	150	B. T. McGhie	150
Fellow, Child Psychiatry: J. D. M. Griffin			
Secretarial Assistant: Miss A. F. Abbott			
		" "	

Radiology:

Senior Demonstrators:

A. H. Rolph	200	M. R. Hall	200
J. Somers	200		
Research Assistant: J. F. Hinds			
Assistant (part time): C. L. Ash			
			750
			500

Surgery:

Senior Demonstrators:

J. H. Couch	200	C. R. B. Grompton	200
C. W. Harris	200	R. M. Janes	200
J. C. McGlelland	200	J. L. McDonald	200
S. Reid	200		

Junior Demonstrators:

H. G. Armstrong	150	W. G. Carscadden	150
J. T. Danis	150	A. W. Farmer	150
W. S. Keith	150	F. I. Lewis	150
D. R. Mitchell	150	D. W. G. Murray	150
D. W. Pratt	150	E. E. Shouldice	150
W. K. Welsh	150		

Special Demonstrators:

M. H. V. Cameron	150	W. A. Scott	150
W. D. Smith	150		

Fellows (part time):

Dr. Jessie Gray	1,800	R. C. Laird	700
R. G. MacKenzie	500	S. A. Thomson	1,000
F. R. Wilkinson	1,000		

Resident Fellows:

W. L. M. King	400	A. D. McLachlin	400
Assistant Resident Fellows:			
J. E. Bateman	300	G. E. Cooper	300
N. C. Delarue	300	J. R. Francis	300
G. A. Lane	300	P. M. McGoe	300
D. B. MacLaren	300	E. G. Meyer	300
W. T. Mustard	300	A. B. C. Powell	300
T. C. C. Sodero	300	W. D. Stevenson	300
G. E. P. Wilson	300		

Therapeutics:

Senior Demonstrator: C. E. G. Cole			300
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Assistants:

D. B. Kelly	50	H. E. Pugsley	50
H. B. Wallis	50	A. H. Squires	without salary
Secretarial Assistant (half time): Miss B. M. Calvin			
			420

Junior Demonstrators, Anaesthesia:

G. R. Balfour	150	W. E. Brown	150
C. G. Bryan	150	J. Chassels	150
N. S. Clark	150	S. J. Evelyn	150
H. R. Hargrave	150	K. M. Heard	150
K. E. Hollis	150	C. M. Robson	150
A. R. Wilkins	150		

Assistant, Physical Therapy: Mrs. Rebecca Finley

			300
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Special Lecturers:

A. F. Coventry, History of Science & Civilization			200
A. D. A. Mason, Dentistry			100
H. Wasteneys, History of Science & Civilization			200
G. S. Young, Medical Ethics and Economics			without salary
Secretary to the Dean: Miss T. W. MacLaren			
		" "	

Appoint-  
ments  
(Cont'd)

For the Session 1941-42 (Cont'd):

Department of University Extension & Publicity:

Course in Aerial Navigation:

R. B. McIntyre, Instructor in Statics, Aircraft Engines  
and Aircraft Instruments

\$2,300

Special Research:

Psychiatry:

Research Fellows:

J. G. Dewan

1,000

B. H. McNeel )

without salary

L. D. Proctor )

Experimental Medical Research:

Chief Technical Assistant: W. Cowan

1,760

Junior Technical Assistant: L. Hughes

\$70 per mo.

Assistant in Animal Quarters: J. Minshull

60 " "

Medical Research - Banting:

Assistant: G. R. MacDougall, July and August (vice

L. N. Roberts)

70 " "

Engineering:

Chemical Engineering:

Research Assistants:

R. G. Billinghamurst )

155 " "

W. G. MacElhinney ) July and August

157.50 " "

E. B. Trickey )

162.50 " "

J. G. Breckenridge - July, August & September

150 " "

Civil Engineering: Surveying & Geodesy:

Research Assistants:

E. L. Dodington - July, August & September

175 " "

T. L. Rowe - July and August

150 " "

Mechanic: H. V. Steer - 1 July to 15 Sept., 1941

150 " "

May and June, 1942

Waiving  
of not-  
ice of  
motion  
re ap-  
point-  
ments

Upon motion of Mr. Morrow,  
Seconded by Hon. Dr. Ferguson,  
It was Resolved -

That in view of this being the last meet-  
ing before the Summer vacation, By-Law No. 23, requiring notice of  
motion by the President, is hereby waived in order to permit of the  
following promotions and appointments being made:-

Promotions from 1 July, 1941

Faculty of Medicine:

Ophthalmology:

Associate: H. M. Macrae

\$200 per an.

Surgery:

Associates:

R. J. A. McComb

\$250 per an.

C. B. Parker

250 " "

R. H. Thomas

250 " "

Appointment from 1 July, 1941

Faculty of Medicine:

Ophthalmology:

Associate: A. E. Macdonald

200 per an.

Lecturers for the Session 1941-42

Faculty of Arts:

Applied Mathematics: A. Weinstein

\$2,250

History: L. Gelber (part time)

1,500

R. G. Riddell (and Tutor)

250

Political Economy: J. A. Cook (vice S. B. Stocking, resigned)

3,300

Appoint-  
ments  
(Cont'd)

Lecturers for 1941-42 (Cont'd)

Faculty of Medicine:

Bio-Chemistry: B. F. Crocker	\$2,400
Hygiene & Preventive Medicine: Miss H. C. Plummer	500
Medical Jurisprudence: W. L. Robinson	125
S. Lawson	100
Pathological Chemistry: D. L. Selby	1,000
Pathology and Bacteriology:	
P. H. Greey	\$1,800
Dr. R. Margarite Price	3,000
L. S. Jolliffe	1,800
Dr. Mary I. Tom	
(Neuropathology)	2,000
Physiology: E. Fidler (and Research Associate)	2,100
<u>Faculty of Applied Science and Engineering:</u>	
Civil Engineering: Municipal & Structural:	
R. B. McIntyre	without salary

Change for  
future sub-  
mission of  
appoint-  
ments for  
approval

In connection with appointments to the staff of the  
University -

It was moved by Mr. Ross,  
Seconded by Mr. Osler,  
And Resolved -

That in future all re-appointments to the  
staff are to be submitted for the approval of the Board in the  
form of a list recommended by the President, but that in the  
case of new appointments these are to be recommended to the  
Board by the President on the usual appointment forms.

Other recommendations by the President were approved  
as follows:-

Establish-  
ment of  
Department  
of Chinese  
Studies, Rt.  
Rev. W. C.  
White, Head

That the Department of Chinese Studies be separated from Archae-  
ology and established as a separate department, and that the Rt. Rev. W.  
C. White be appointed Professor and Head of this Department from 1 July,  
1941, at a salary of \$2,000 per annum.

Honorarium  
to Dr. M.  
J. Wilson,  
Men's Re-  
sidences

That an honorarium of \$500 be paid to Dr. M. J. Wilson for his  
services during 1940-41 while in charge of the University of Toronto Re-  
sidences for Men, this amount to be charged to "Men's Residences".

Honorarium  
to Dr. A.  
Goulding,  
School of  
Hygiene

That the sum of \$100 be granted to Dr. Arthur Goulding, a Demon-  
strator in the Department of Hygiene and Preventive Medicine, for extra  
services given to the School of Hygiene during the Session 1940-41.

Honoraria  
re Physical  
& Health  
Education  
Course

That the following honoraria be paid for instruction in Physical  
Education for Men in the Course in Physical and Health Education during  
the Session 1940-41:-

Warren Stevens	-	\$250	C. Zwygard	-	\$150
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Transfer  
and honor-  
aria in  
Medicine

That the sum of \$100 be transferred from the appropriation for  
"Supplies and Chemicals" to that for "Junior Demonstrators in Clinical

Honoraria in Medicine (Cont'd) "Microscopy" in the 1941-42 Estimates of the Department of Medicine to permit of an honorarium of \$250 to Dr. H. M. Gray and of \$150 to Dr. A. H. Squires.

Leave of absence to Prof. E. McInnis, and increase in salary to Prof. R. M. Saunders That leave of absence without salary be granted to Professor Edgar McInnis of the Department of History for 1941-42 in order to permit of his acceptance of an invitation to become Visiting Professor at Bowdoin College, Maine, under the Tallman Foundation, an endowment whose income is used to bring each year some outside authority to lecture on a special topic; and that in this connection Professor R. M. Saunders of the Department of History be granted an increase in salary of \$100 from the appropriation in the Estimates for 1941-42 for the salary of Professor McInnis.

Resignation of Miss I.G. Coventry That the resignation of Miss Ivy C. Coventry, Director of Physical Education for Women Students for many years at the University, be accepted, effective 1st July, 1941.

Fees for Fire-fighters' Course That the fees for the two-day Firefighters' Course at Timmins under the Department of University Extension and Publicity be \$3.00 for each individual and \$5.00 for a fire brigade or fire department sending from two to five members to attend the course, these fees superseding those previously authorized.

Fees for Extension Courses That the fees to be charged for other courses in the Department of University Extension and Publicity be as follows:-

Evening Tutorial Classes:

An increase from \$5.00 per subject to \$6.00 per subject to those who enrol for standard subjects such as English, Psychology, Economics, etc., where no special equipment is required and where the class is likely to have anywhere from 45 to 200 students.

An increase from \$10.00 per subject to \$12.00 per subject for more specialized classes, which may not exceed 25 in enrolment or where special equipment may be required; such classes being those in Metallurgy, French, Aircraft Engines, etc.

Certificate Course in Business:

A tuition fee of \$12.00 per subject.

Authority for Dr. C. H. Best to draw on Banting and Best funds. That Dr. C. H. Best be authorized to draw on both the Medical Research - Banting Fund and the Medical Research - Best Fund in connection with his appointment as Director and Professor of the Banting and Best Department of Medical Research, effective 1st July, 1941, for one year.



Communications were presented and dealt with as follows:-

Statutes  
of Sen-  
ate

From the Registrar transmitting for approval Statutes of Senate as follows, which having been severally read were approved:-

Numbers 1495	Respecting the Calendar of the Faculty of Medicine for 1941-42
1500	" " Calendar of the School of Graduate Studies for 1941-42
1501	" " Calendar of the Faculty of Dentistry for 1941-42
1502	" " Curriculum in Physiotherapy for 1941-42
1503	" " " Occupational Therapy "
1504	" " " Aerial Navigation "
1511	" " Calendar of the Faculty of Household Science for 1941-42
1512	" " Calendar of the Faculty of Applied and Engineering for 1941-42
1513	" " Calendar of the Ontario College of Education for 1941-42
1514	" " Calendar of the Library School, 1941-42
1515	" " " " " School of Social Work for 1941-42
1516	" " Calendar of the School of Nursing, "
1517	" " " " Physical and Health Education for 1941-42
1518	" " Calendar of the Faculty of Forestry for 1941-42

Changes  
in Honour  
Course in  
Biologic-  
al and  
Medical  
Sciences

Also from the Registrar transmitting the following proposals affecting the Honour Course in Biological and Medical Sciences for the duration of the war, which were approved by the Board subject to the approval of the same by the Senate:-

"At the meeting held on June 2nd, the Senate adopted a report submitted by the Council of the Faculty of Medicine whereby, for the duration of the war, classes in the Second to Sixth Years inclusive in that Faculty will commence annually on or about August 25th and close on or about June 27th.

This change, which has been made at the request of the Dominion Government because of the present shortage of doctors both for the Armed Forces and for civilian needs, will provide for four terms in the calendar year instead of three as at present, and accordingly will advance the date of graduation of those students now enrolled in the Faculty of Medicine.

Since students enrolled in the Third and Fourth Years in the Honour Course in Biological and Medical Sciences take courses in Anatomy and Physiology which are provided primarily for students in the Faculty of Medicine, it will be impossible, for the duration of the war, to offer the Third and Fourth Years of this Honour Course in the Faculty of Arts, and the following recommendations are submitted regarding students who are now enrolled in the course, or who propose to enrol in it:-

1. That students who apply for admission to the First Year of the Honour Science course in 1941 and thereafter until the end of the war with the intention of enrolling in the Honour Course in Biological and Medical Sciences, be informed that the latter course will not be given, and be advised to apply instead for admission to the First Year in the Faculty of Medicine.

2. That students who, at the annual examinations of 1941, obtained standing in the First Year of the Honour Science course, and express the desire to enrol in the Second Year of the Honour Course in Biological and Medical Sciences, be informed that this

Changes  
in Honour  
Course in  
Biologic-  
al and  
Medical  
Sciences  
(Cont'd)

course will not be given, but that they may apply for admission to the Second Year in the Faculty of Medicine, provided they shall have completed summer courses in Physics (Light, Sound, Electricity and Magnetism) and Mammalian Anatomy to be held from July 2nd to August 9th, 1941.

3. That students who, at the annual examinations of 1941, obtained Honours in the Second Year of the Course in Biological and Medical Sciences, be informed that the Third Year of the course will not be given, but that they may enrol in the Second Year in the Faculty of Medicine on August 25th, and proceed to the degree in that Faculty under the revised timetable.

4. That students who, at the annual examinations of 1941, obtained Honours in the Third Year of the course in Biological and Medical Sciences, be informed that the Fourth Year of the course will not be given, but that they may enter the Third Year in the Faculty of Medicine on August 25th, provided they shall have completed a summer course in Anatomy to be held from June 23rd to July 30th, 1941.

5. That students who, at the annual examinations of 1941, have obtained Honours in the Fourth Year of the course in Biological and Medical Sciences, be informed that they will enter the Third Year (second part) in the Faculty of Medicine on August 25th, 1941. This year will be completed on March 27th, 1942, and the first term of the Fourth Year will begin on April 13th, and continue until June 27th, 1942.

Students who desire to apply for the summer courses mentioned in sections 2 and 4 should write to the Registrar of the University immediately upon the receipt of this circular, asking to be enrolled in the appropriate course.

Students referred to in sections 2, 3 and 4 who do not wish to accept the transfer to the Faculty of Medicine may remain in the Faculty of Arts, and proceed to the B.A. degree in a suitable Honour Course other than Biological and Medical Sciences.

These proposals have been adopted in detail by the Councils of the Faculties of Arts and Medicine.

June 17th, 1941.

(Sgd) A. B. Fennell  
Registrar."

Recommend-  
ations re  
Scholar-  
ships  
awarded  
in Biolog-  
ical and  
Medical  
Sciences  
Course

In this connection the following letter from the Registrar was submitted by the President and the recommendations contained therein were also approved:-

"The President,  
University of Toronto.

Dear Mr. President:-

The Dean of the Faculty of Arts and the College and University Registrars met on June 25th to discuss the matter of University and College scholarships awarded at Matriculation or in course to students who have completed the First or Second or Third Year of the course in Biological and Medical Sciences, and who are now required to transfer to the Faculty of Medicine.

The following recommendations are submitted for the approval of the President and the Governors:-

(a) B. A. Boyd, who has completed the First Year with First Class Honours and who was awarded an Edward Blake Matriculation scholarship in 1940 of the value of \$125 with an allowance of the same amount on the tuition fee for four years; it is recommended that Mr. Boyd receive an allowance of \$125 on the fee of the Second Year in the Faculty of Medicine and an allowance of the same amount on the fees of the Third and Fourth Years in that Faculty, provided he passes the examinations of the Second and Third Years respectively with honours.

Recommendations re Scholarships awarded in Biological and Medical Sciences Course  
(Cont'd)

(b) H. Kalant, who has completed the work of the First Year with First Class Honours and who was awarded a J.S. McLean Matriculation scholarship in 1940 by University College of the value of \$150 with free tuition for four years; it is recommended that Mr. Kalant receive an allowance of \$150 on the fee of the Second Year in the Faculty of Medicine and an allowance of the same amount on the fees of the Third and Fourth Years in that Faculty, provided he passes the examinations of the Second and Third Years respectively with honours. It is further recommended that the First Alexander T. Fulton scholarship (\$50) and the Jean Balmer scholarship (\$40), which were awarded to Mr. Kalant in 1941, be paid to him during the time of his enrolment in the Second Year in the Faculty of Medicine.

(c) S. S. Nash, who completed the Second Year with First Class Honours in 1941, and was awarded by the University the Edward Blake scholarship (\$45) and by University College the Herbert Willson Scholarship (\$100); it was recommended that these scholarships be paid to him during the time of his enrolment in the Second Year in the Faculty of Medicine.

(d) W. J. Horsey, who has completed the Third Year with First Class Honours and who was awarded by the University the Edward Blake Matriculation scholarship of the value of \$125 with an allowance of the same amount on the tuition fee for four years, and in 1941 the Daniel Wilson scholarship (\$30); it is recommended that Mr. Horsey receive an allowance of \$125 on the fee of the Third Year in the Faculty of Medicine for the coming session. It is further recommended that the Daniel Wilson scholarship be paid to him during the time of his enrolment in the Third Year in the Faculty of Medicine.

Yours very truly,

(Sgd) A. B. Fennell  
Registrar"

June 26th, 1941.

C.O.T.C.  
Camp services performed by conscientious objectors among the students

Also from the Registrar transmitting copy of the following letter from Lieut.-Col. W. S. Wilson, O.C., University of Toronto Contingent of the Canadian Officers' Training Corps, in connection with the services performed at Camp by certain students at the University who are conscientious objectors:-

"The Registrar,  
University of Toronto.

Dear Sir:-

The following students at the University of Toronto, members of the graduating year, attended Camp Niagara with the University of Toronto Contingent of the Canadian Officers' Training Corps Training Centre Bn. in the capacity of Civilian Help:

D. M. Ewing	IV Victoria
J. V. Fornataro	III Victoria
F. A. McFee	IV Applied Science

This was required by the University because as conscientious objectors they did not participate in any Military Training throughout the past Academic Year. They have not yet received the results of their examinations, as these were withheld until Camp had been completed.

This will certify that they have faithfully performed their duties in a satisfactory manner and carried out the work that was assigned to them.

Yours very truly,

(Sgd) W. S. Wilson  
Lieut.-Col."

June 21st, 1941.

Toronto  
Conservatory of  
Music  
Debentures

From the Secretary-Treasurer of the Toronto Conservatory of Music enquiring if the University would be willing to redeem \$3,000 of the Conservatory debentures, and the Board approved, without prejudice to their right to receive payment of the balance of the debentures in accordance with the terms thereof, of the retirement of such debentures as of 1st July, 1941, @ 96 and accrued interest, under the same arrangement as was made last year.

Transfer  
in Royal  
Ontario  
Museum  
appropriations

From the Secretary of the Royal Ontario Museum, stating that the Board of Trustees had agreed that any balance unexpended in "Ordinary Account" at the close of the year 1940-41 should be transferred to "Suspense Account", and the Board approved of this action.

Installation of  
Air Conditioning  
Unit at  
No. 188  
Yonge  
Street

From the Morrow Nut House, one of the tenants of the property at No. 188 Yonge Street, advising that they had made arrangements for the installation of an air-conditioning unit and that upon application at the City Hall for a meter to take care of this service they were informed that it was a matter for the landlord to look after. The Board approved of the proposed arrangements in this connection on the understanding that the University would be put to no expense in the matter.

Victory  
Loan  
1941  
Campaign

From the Ontario Employees' Committee of the Victory Loan 1941 advising the President that the Committee had released for presentation to the University the official "Honour Certificate" issued by the Hon. Mr. Ilsley and to which the University was entitled for reaching its objective in the recent campaign. The Bursar reported that in addition to the \$100,000 of these bonds purchased by the University there had been subscribed by members of the staff approximately \$125,000 through his office and approximately \$25,000 through banks and private canvassers. He also mentioned the splendid co-operation he had received from Mr. Coy Macdonald of the Central Campaign Committee. The Board were very pleased with the results of the University canvass.

Donations -

The following donations were reported and were accepted with thanks and appreciation:-

McCrea Schp.	\$50.00	from the Hon. Charles McCrea, K.C., in connection with the Dent McCrea Scholarship award in Law.
Pi Lambda Phi Prize	25.00	from Mr. Gurston Allen on behalf of the Pi Lambda Phi Fraternity in payment of their Prize for 1940-41.
Archie Crealock Prize	25.00	from the Association of Professional Engineers of the Province of Ontario to be credited to the fund for the Archie B. Crealock Memorial Prize.



Navy Class  
to com-  
mence in  
August

The President reported that there had been no definite word from Ottawa about the R.C.A.F. classes for September, but that the Navy had enlisted another class of naval ratings for the end of August.

Appointment  
of  
Mr. F.K.  
Morrow to  
Ontario  
Institute  
of Radio-  
Therapy

The President also reported that he had been requested by Mr. C. J. Decker, Superintendent of the Toronto General Hospital, to have someone appointed to take the place of the late Dr. T. A. Russell on the Supervising Committee of the Ontario Institute of Radio-Therapy, and the Board appointed Mr. F. K. Morrow to fill this vacancy.

Current  
Expendi-  
ture

The Bursar submitted his Estimate, under By-Law No.20, of the amounts required to defray Current Expenditure for the month of July, and for the month of August and the first part of the month of September. Ordered that Accountable Warrants for Two Hundred Thousand Dollars (\$200,000) and Two Hundred and Seventy-five Thousand Dollars (\$275,000) respectively be issued to the Bursar.

Leaves of  
absence  
for war  
services

The Bursar also presented the following list, covering the period from 1st April to 30th June, 1941, of members of the staff who had been granted leave of absence for the duration of the war, and stated that the total number of such leaves granted to date was 103:-

<u>Name</u>	<u>Title</u>	<u>Depart- ment</u>	<u>Date of Leave</u>	<u>Rank</u>
<b>ARTS:</b>				
Ainslie, D.S.	Assoc.Prof.	Physics	May, 1941	Special War Res. N.R.C.
Baillie, D.C.	Lecturer	Mathematics	15 May, 1941	R.C.N.V.R.
Griffith, B.A.	"	App. Mathem- atics	1 July, 1941	Scientist, Chemistry, N.R.C.
Reid, J. A.	Lab'y Asst.	Physics	19 May, 1941	R.C.A.F.
<b>MEDICINE:</b>				
Brown, W. Hurst	Jr. Dem'r	Medicine	Jan., 1941	Capt., R.C.A. M.C.
Dauphinee, J.A.	Sr. Dem'r	Medicine	May, 1941	R.C.A.M.C.
Ferguson, J.K.W.	Asst. Prof.	Pharmacol- ogy	Feb., 1941	Medical Ser. R.C.A.F.
Hendry, G. A.	Fellow	Obstetrics & Gynaecol- ogy	May, 1941	R.C.A.M.C.
Millar, G. J.	Res. Asst.	Medical Res.	May, 1941	R.C.A.F.
Morgan, J.R.E.	Jr. Dem'r	Medicine	Jan., 1941	Capt., R.C.A.M.C.
Morrison, A.C.	Technician	Pharmacology	June, 1941	R.C.A.F.
Tovee, E. B.	Res.Fellow	Surgery	April, 1941	First Lieut., C.A.S.F.



Rate of  
interest  
on cer-  
tain  
funds

The question of the rate of interest to be allowed on funds for the current year 1940-41 was considered at the request of the Bursar and it was ordered that  $3\frac{1}{2}\%$  be allowed on the following funds:-

Insulin Committee Surplus  
Connaught Laboratories Research  
Medical Research - Banting  
Medical Research - Best  
Eaton Endowment

and that 2% be allowed on sundry uninvested balances.

Author-  
ity for  
dealing  
with ap-  
point-  
ments,  
etc. dur-  
ing the  
Summer

The President having informed the Board that he might find it necessary to recommend a few additional appointments and deal with urgent matters during the Summer months,

It was moved by Mr. LaBine,  
Seconded by Mr. Burns,  
And Resolved -

That in view of the possible absence from the City of the Chairman and the Vice-Chairman, the President consult with any other members of the Board in this connection, and that the Bursar be and is hereby authorized to act upon such recommendations of the President, which are to be reported to the Board at its first meeting in September for confirmation.

*Indeped  
no B.*

The meeting adjourned at 6:50 p. m. to Thursday, September 11th, or the earlier call of the Chair.

Minutes confirmed.

*September 1941*

*Arnell Macdonald*

Chairman.

Minutes of the meeting of the Board of Governors held  
in the Board Room, Simcoe Hall, on Thursday, September 11th, 1941, at  
4 p. m.

Present -

The Chairman (Dr. Macdonald)	Mr. LaBine
The Vice-Chairman	Mr. Ross
The Chancellor	Mr. Morrow
The President	Hon. Dr. Bruce
Hon. Dr. Ferguson	Dr. Anderson
Mr. Bryce	

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the  
Secretary reported that he had been informed on behalf of the following  
members that they would be unable to attend:-

Mr. Burns	Mr. Rogers
Mr. Neilly	Mr. Duncan
Mr. Osler	Chief Justice Rose

Resolu-  
tion re  
late Dean  
Mitchell

The President having reported the recent death of Brig.-  
General C. H. Mitchell, Dean Emeritus of the Faculty of Applied Science  
and Engineering -

It was moved by Hon. G. Howard Ferguson, K.C., LL.D.,  
Seconded by Robert A. Bryce, Esq.,  
And Resolved -

That the Board of Governors place on record  
its appreciation of the faithful services of the late Brigadier-  
General C. H. Mitchell as Dean of the Faculty of Applied Science  
and Engineering for the past twenty years, and its sincere sym-  
pathy with Mrs. Mitchell. Charles Hamilton Mitchell was a grad-  
uate of this University and was a pioneer in Hydro-Electric En-  
gineering. As an Engineer he won distinction and attained the  
highest post of honour in his profession - the presidency of the  
Engineering Institute of Canada. During the Great War he was a  
member of the Intelligence Staff, first in the Canadian Forces  
and afterwards in the Second British Army under Lord Plumer,  
serving in France, Belgium and Italy and attaining the rank of  
Brigadier-General. On his return to Canada he became Dean of  
the Faculty of Engineering in this University, served on various  
Royal Commissions, and played his part as a public-spirited cit-  
izen in the presidency of the Board of Trade of Toronto. His  
personal kindness, sympathy and cheerfulness endeared him to  
his students and to his many friends.

Death of  
Dr. G.M.  
Biggs

The President also reported the death of Dr. G. M. Biggs, Professor Emeritus of Oto-Laryngology, and the Board expressed much sympathy for the family and deep appreciation of the valuable services of Dr. Biggs while on the staff of this University.

Revision  
of min-  
ute re  
Underhill  
case

The minutes of the last meeting were read and confirmed with the exception of the reference to the Underhill case, the revision of which was to be prepared by the Chairman and the Bursar and approved by Hon. Dr. Ferguson.

Arising out of the minutes the following matters were dealt with:-

Banting  
and Best  
Research  
Fund

On May 10, 1923, the Board approved of the following apportionment of the \$10,000 grant from the Provincial Government for the Banting and Best Research Fund:-

Dr. Banting's salary	-	\$ 5,000.00
For expenses of research under Dr. Banting	-	2,500.00
" " " " " Dr. Best	-	2,500.00
		<u>\$10,000.00</u>

Subsequently on May 8, 1941, following the death of Sir Frederick and the appointment of Dr. Best as Head of the Banting and Best Department of Medical Research, this apportionment was revised as follows:-

Professor Best's salary	-	\$ 5,000.00
Other salaries and expenses	-	5,000.00
		<u>\$10,000.00</u>

and upon the President's recommendation approval was given at to-day's meeting to have this amount credited as follows:-

Medical Research - Banting	-	\$ 5,000.00
Medical Research - Best	-	5,000.00
		<u>\$10,000.00</u>

Use of  
Margaret  
Eaton  
School  
premises

Regarding the arrangements made between the T. Eaton Company Limited and the Governors for the use of the Margaret Eaton School premises by the Eaton Girls' Club in connection with the Course in Physical and Health Education, the Secretary reported that upon the signing of the agreement this accommodation had been enlarged by the addition of Friday evenings for the use of the swimming pool.

Summer  
business

The following appointments and other matters, recommended by the President and dealt with during the Summer under authority granted by the Board at the last meeting, were, upon motion of Hon. Dr. Bruce approved:-

From 1 July, 1941

Appoint-  
ments

<u>Administration:</u>		
Bursar's Office:		
Secretarial Branch:		
Miss M. Donovan	- Assistant (vice Miss E. W. Link)	\$ 900 per an.
Accounts Branch:		
W. U. Macfarlane	) Bookkeepers - for	1,250 " "
M. Holditch	) duration of war	800 " "
Miss G. J. Haight	- Clerk (vice Miss J. H. Branton, retired)	750 " "
Fees Branch:		
Miss B. Johnson	- Record Clerk (vice Mrs. E. M. Hardy, resigned)	900 " "
Miss A. deWynter	- Record Clerk (vice Miss F. J. Rorke)	800 " "
Registrar's Office:		
Miss G. L. Lawrenson	- Clerk	650 " "
J. D. Fetherston	- Filing Clerk	650 " "
<u>Faculty of Arts:</u>		
Botany:		
H. S. Jackson	- Head of the Department	5,400 " "
Anthropology:		
J. F. Embree	- Assistant Professor	2,600 " "
<u>Faculty of Applied Science &amp; Engineering:</u>		
Civil Engineering: Municipal & Structural:		
M. W. Huggins	- Assistant Professor	2,600 " "

For the Session 1941-42

<u>Library:</u>		
Miss M. Holloway	- Assistant, from 6 September to 30 June (vice Miss E. Wilson, resigned)	1,200 " "
<u>Faculty of Arts:</u>		
Applied Mathematics:		
Miss E. Sims	- Fellow	\$500
Astronomy:		
Mrs. Helen S. Hogg	- Research Associate and Lecturer (cancelling previous appointment vide folio 170)	\$1,200
Chemistry:		
A. F. McKay	- Assistant (vice G. J. Janz)	650
English:		
C. T. Bissell	- Lecturer	2,000
Mineralogy:		
M. Feniak	- Assistant (part time)	400
Political Economy:		
C. M. Wright	- Special Lecturer (3 months)	1,000
R. Anderson	- Assistant	500
<u>Faculty of Medicine:</u>		
Anatomy:		
C. Storton	- Second Laboratory Assistant and Assistant Curator of Museum	1,400
H. F. Whittaker	) Technical Assistants	1,050
G. A. L. Ross	)	1,050
Hygiene & Preventive Medicine:		
R. J. Wilson	- Fellow	1,000
A. M. Goulding	- Demonstrator	500
Surgery:		
N. W. Roome	- Senior Demonstrator	200
C. W. M. Service	- Resident Fellow	400
Therapeutics:		
Miss F. R. Hills	- Assistant in Physical Therapy	300

Appoint-  
ments  
(Cont'd)

<u>School of Hygiene:</u>			
<u>Physiological Hygiene:</u>			
Miss H. Perry	- Research Assistant		\$1,300
<u>Epidemiology &amp; Biometrics:</u>			
Dr. A. Helen Thomson	- Lecturer		2,500
Mrs. E. Kuitenen	- Fellow		1,200
<u>Public Health Administration:</u>			
R. H. Malyon	} Clinical Assistants		250
H. R. Elliott			250
<u>Faculty of Applied Science &amp; Engineering:</u>			
<u>Electrical Engineering:</u>			
R. G. Anthes	- Assistant, July, August & September	474	
W. B. Blackhall	- Mechanic, 1 July to 30 June	\$60 per mo.	
<u>Faculty of Dentistry:</u>			
J. D. Purves	- Demonstrator		250
J. G. Perkin	- Demonstrator (cancelling previous appointment vide folio 223, Book No. 1)		415
W. J. S. Jackson	- Demonstrator (vice C. G. Pearson)		340
Miss M. Jackson	- Nurse in Dental Infirmary (vice Miss A. E. Phipps)		800
<u>Faculty of Music:</u>			
J. L. Richardson	- Carillonneur		500
<u>Ontario College of Education:</u>			
M. P. Boone	- Lecturer in Library Science in the Library School, 9 mos. (vice Miss B. Bassam, on leave of absence)		2,000
<u>Department of University Extension &amp; Publicity:</u>			
<u>Course in Physiotherapy:</u>			
Miss F. Rudland Hills	- Chief Instructor in Physiotherapy (cancelling previous appointment vide folio 174)		1,650
Miss M. Walkden	- Instructor		
<u>Summer Session - Pass Course for Teachers:</u>			
Miss M. Brookstone	- Instructor in Geography (cancelling previous appointment vide folio 174)		275
D. W. Aitchison	- Assistant Instructor in Geology (vice R. M. Sternberg, resigned)		200
<u>Instructors:</u>			
D. F. Putnam	- Marking Correspondence Bulletins		75
D. C. MacGregor	- Special Work in Economics		10
D. Snedden	- Laboratory Assistant in Geology (vice D. Monteith, resigned)		75
<u>Short Courses:</u>			
<u>Lecturers in Refresher Course in Nutrition:</u>			
Miss A. C. Willard	- \$30	Miss J. Brodie	20
Miss E. Hunter	- 20	Miss E. Park	10
Miss J. Roberts	- 10		
<u>Connaught Laboratories:</u>			
<u>Fellows in Public Health:</u>			
C. E. Mather	- \$1,500	R. Nadeau	1,500
G. S. Baldry	(vice C. E. Mather, resigned)		1,500
<u>Special Research:</u>			
<u>Banting and Best:</u>			
Miss F. Herbert	- Secretarial Assistant	\$80 per mo.	
G. Parkes	- Technician	100 " "	
<u>Psychiatry:</u>			
N. L. Easton	- Research Assistant		200
Miss H. Algie	- Social Worker		1,500
Miss L. Gillespie	- Stenographer		975
Miss E. Gifford	- Psychologist		1,400
Miss P. Tancock	- Occupational Therapist		1,300
L. D. Proctor	- Research Fellow		1,500
C. R. Myers	- In charge of Psychological Investigations		400
Miss D. Leggett	- Secretarial Assistant		200
<u>Engineering Research:</u>			
W. Halina	- Research Assistant, Mechanical Engineering, July and August	\$130 per mo.	



Summer  
Course re  
Biolog-  
ical and  
Medical  
Sciences

As a result of the changes authorized in the Honour Course in Biological and Medical Sciences for the duration of the war, it was found necessary to hold special Summer classes to enable students in this course to qualify for admission to the Faculty of Medicine in order to continue their studies, and the Board confirmed the action already taken in collecting the following fees:-

Anatomy (for entrance to Third Year):

\$30 per student to complete work of Second Year  
20 " " for reviewing the subject  
15 " " " " without examination

Mammalian Anatomy and Physics (for entrance to Second Year):

\$50 per student

In this connection also approval was given to the recommendation of the President that members of the staff of the Department of Anatomy who took part in teaching in these Summer courses be paid remuneration as follows, to be charged to the fees collected:-

Dr. W. H. Piersol	-	\$ 26.00
Dr. R. K. George	-	46.00
Dr. C. G. Smith	-	106.00
Dr. J. C. Watt	-	127.00
		<u>\$305.00</u>

10% reduc-  
tion in  
appropri-  
ations

Regarding the 10% reduction ordered by the Board in the appropriations for "Supplies and Apparatus" in the 1941-42 Estimates of the various departments, approval was given for the following adjustments:-

Applied Mathematics:

The appropriation of \$600 for "Clerical Assistance and Supplies" to be reduced by \$25.00, leaving a balance available of \$575.

Faculty of Dentistry:

A division of the appropriation of \$23,000 for "Laboratory and Infirmary Supplies" as follows:-

"Laboratory Supplies, Apparatus and Equipment"	-	\$ 6,000.
"Infirmary Supplies"	-	17,000.
		<u>\$23,000.</u>

with the 10% reduction applying only to the \$6,000 item.

In the same connection the Secretary presented a letter from Professor Wasteneys of the Department of Bio-Chemistry, drawing attention to the fact that a considerable increased expenditure on supplies and maintenance would be necessitated by the lengthening of the term by two months, but that they would do their best to keep within the reduced amount.

Three  
months'  
salary  
to Miss  
S.Gairns

Miss Sadie Gairns, who resigned at 30 June, 1941, was granted three months' additional salary, amounting to \$540.00, in appreciation of her years of valuable service as Research Associate in the Department of Medical Research - Banting.

Increases  
in salary

The following bonuses and increases in salary were granted, none of which involves any additional appropriation:-

Increases in salary:

Applied Mathematics:

Leopold Infeld, Assistant Professor, from \$2,800 to \$2,850 for the Session 1941-42.

Chemistry:

Mrs. P. M. Marrian, Lecturer in Micro-Analysis, from \$1,200 to \$1,500 for the Session 1941-42.

Civil Engineering: Municipal & Structural:

Professor C. F. Morrison, from \$2,850 to \$3,000 per annum from 1 July, 1941, for additional responsibility laid upon him in view of Professor C. R. Young's appointment as Dean.

Electrical Engineering:

Mr. F. Noakes, Lecturer, from \$1,800 to \$2,200 for the Session 1941-42 in order to retain his valuable services as he had been offered a position as Assistant Professor in one of the Universities in the United States.

Pharmacy and Pharmacology:

C. Codner, Laboratory Attendant, from \$1,160 to \$1,300 per annum from 1 July, 1941, in view of extra services during the absence of A. Morrison, Technician, on war leave.

Anatomy:

H. McCormick	from \$1,750 to \$1,900 per annum
H. Whittaker	" 1,050 " 1,200 " "
G. Ross	" 1,050 " 1,150 " "
H. Lloyd	" 650 " 750 " "

effective from 1 July, 1941, for extra work due to the resignation of B. L. Guyatt, Technician.

School of Hygiene:

Sub-Department of Nutrition:

Miss L. C. Barber	- from \$75 to \$82.50 per month
Miss Joan Smith	- " 60 " 65.00 " "

for the Session 1941-42.

Bonuses,  
etc.

Bonuses and additional payments:

School of Hygiene:

K. Kerns, Epidemiology & Biometrics, \$100 for additional services during 1940-41

Electrical Engineering:

Professor D. N. Cass-Beggs - \$200 per month for August and September for work in connection with the Government's project on Aviation Medical Research

Zoology:

Mrs. H. M. Johnson	- \$300	Miss P. Foreman	\$ 75
Miss E. Caesar	- 75	William Smith	75
Alfred Quantrell	- 75	Thos. Stovell	50
W. J. LeRay	- 50		

for the Session 1941-42 in view of extra work due to those on war leave.

The following leaves of absence, without salary, were granted:-

Leaves  
of ab-  
sence

To Professor G. deB. Robinson of the Department of Mathematics for one year from 1 September, 1941, in order to comply with the Government's request for assistance in decoding work in connection with war messages.

To Miss Berthe Bassam, Assistant Professor in Library Science, Ontario College of Education, from 1 October, 1941, to 31 May, 1942, in order that she may study for the degree of Master of Library Science at Columbia University.

To Miss Elizabeth Bertram, an Assistant in the University Library, from 18 July, 1941, to 30 June, 1942, as she has accepted a position in Ottawa at the request of the Dominion Film Commissioner; and approval was given for the transfer of the balance remaining in the salary appropriation for Miss Bertram, viz: \$1,158.50, to the fund for "Additional Assistance" to make provision for the payment of a substitute.

To Dr. Jean F. Davey, Medical Adviser for Women, from 1 August for the duration of the war, on account of her enlistment in the Canadian Women's Auxiliary Air Force; and as Dr. Davey had advised the President that she did not wish to participate in the Teachers' Insurance and Annuity Association scheme there will be no pension contributions to be assumed on her behalf by the University during such leave.

Additional  
vote  
in School  
of Nurs-  
ing

There was granted an additional appropriation in the School of Nursing to a total of \$225 to take care of the overdraft for 1940-41.

Transfers  
in appro-  
priations

The following transfers in appropriations were granted:-

<u>Bio-Chemistry:</u>		
From "Salaries"	- \$ 800	
"Supplies and Apparatus"	- 300	\$1,100.00
to take care of alterations to existing laboratory benches in two of the teaching laboratories.		
<u>School of Nursing:</u>		
From "Contingency Fund"		
To "Building Repairs and Renewals"	-	500.00
<u>Department of University Extension:</u>		
From "Salaries"		
To "Clerical Assistance"	-	291.67

Summer  
Course in  
Nutrition

An Extension Course in Nutrition, to prepare graduates in Household Science for work under the Red Cross Society, was held from August 25th to 30th, and the fee for each student was fixed at \$5.00.

Travel-  
ling  
expenses  
of Miss  
Rudland  
Hills

Miss Rudland Hills was re-imbursed to the extent of \$388.95, the balance of her travelling expenses from England to Toronto, under the arrangement previously authorized by the Board in connection with her appointment as Chief Instructor in Physiotherapy in the Department of University Extension and Publicity.

Post-  
ponement  
of fees  
of Miss  
M.Kelsey

Payment of the fees of Miss Margaret Kelsey, an English girl who had applied for admission to the Course in Occupational Therapy, was suspended till after the war as she is unable to obtain funds at the present time.

Retain-  
ing of  
Mrs. Good,  
Banting  
Institute

Mrs. M. D. Good, switchboard operator in the Banting Institute, is being retained for the duration of the war as the Superintendent states that she is an excellent operator and not easily replaceable.

Reinstatement of  
Mrs. J.  
Ross, Art  
Service

Mrs. John Ross (nee Hopper), who had been granted leave of absence without salary from May to September, was re-instated as Assistant Artist in the Art Service of the Faculty of Medicine as from July 22 on full salary.

Method of  
paying  
salary of  
Dr. Alex.  
Weinstein

The salary of Dr. Alex. Weinstein, a newly-appointed Lecturer in the Department of Applied Mathematics, is being paid in twelve monthly instalments instead of in eight, as Professor Synge states that the financial circumstances of Dr. Weinstein, who is a refugee from Paris, make it desirable that his salary commence at once.

Additional  
appoint-  
ments

The following additional appointments recommended by the President were made and the salaries were fixed at the amounts set opposite the respective names:-

Faculty of Applied Science & Engineering:

W. S. Wilson - Assistant Dean and Secretary, from  
1 September, 1941, without additional  
salary

For the Session 1941-42

Health Service - Women:

Dr. Jessie McGeachy	- Acting Medical Adviser for Women, from 1 September to 30 June (vice Dr. Jean F. Davey, on leave of absence) - \$1,800 per an.
Dr. Gwen Mulock	( Assistants (part time) from \$1,000 per an.
Dr. Frances Stewart	( 1 October to 30 June 500 " "

Addition-  
al ap-  
point-  
ments  
(Cont'd)

Faculty of Arts:

Mineralogy:

E. W. J. Irish	- Assistant (part time)	\$ 400
<u>Zoology:</u>		
R. Wright	- Laboratory Attendant, from 8 Sep- tember to 30 June	350
	- From 29 September to 30 June	300

Messenger

Faculty of Medicine:

Anatomy:

Dr. K. Baldwin	}	Assistants in Histology	600
Miss V. L. Ryder			100
R. G. MacKenzie			600
F. J. Warner	}	Demonstrators	500
M. R. Abel			100
G. A. Graham	}	Demonstrators in Neurology	150
B. Wintrob			60

School of Hygiene:

Mrs. D. M. Young	- Fellow in sub-department of Nutrition, from 15 September to 30 June	\$90 per mo.
------------------	---	--------------

Faculty of Applied Science & Engineering:

Applied Physics:

L. E. Jones	- Instructor (part time)(cancelling previous appointment vide folio 172)	\$1,100
E. L. Dodington	- Instructor	1,600
<u>Electrical Engineering:</u>		
C. H. Salvadge	- Demonstrator	1,100
<u>Mechanical Engineering:</u>		
W. Laari	- Demonstrator	1,200

Special Research:

<u>Psychiatry:</u>		
J. G. Dewan	- Research Assistant	500

Other recommendations by the President were approved

as follows:-

Resigna-  
tion of  
Prof. E.  
K. Brown,  
English,  
and con-  
sideration  
of his sug-  
gestions  
by Univer-  
sity College  
Committee

That the resignation of Professor E. K. Brown of the Department of English be accepted as from 1 July, 1941, as he has been appointed Professor of English at Cornell University. Professor Brown's letter to the President contained several suggestions regarding conditions existing in University College, and this matter was referred for consideration to the Standing Committee on University College Matters.

Additional  
appropria-  
tion in  
Health  
Service -  
Women

That an additional appropriation of \$50 be granted in the Department of Health Service - Women to provide for certain salary adjustments due to the absence of Dr. Jean F. Davey on war work (vide folio 222).

Transfer  
in Elec-  
trical  
Engineer-  
ing

That the following transfer be granted for the Department of Electrical Engineering to make provision for necessary replacements due to depreciation and obsolescence:-

From "Wallberg Bequest"	\$3,720	
To "Special Apparatus"	500	
"Special Supplies"	474	
"Short Wave"		\$4,694.



Evening  
Tutorial  
Classes,  
fees for  
staff  
members

That in future the members of the staff, their wives, and the widows of former members of the staff, who have hitherto been admitted free to Evening Tutorial Classes, be charged one-half of the fees for these Classes.

The following communications were presented and dealt with as follows:-

Military  
Training  
regula-  
tions for  
1941-42

From the Registrar transmitting the following regulations respecting Military Training for the Session 1941-42, which were approved by the Board:-

1. For the Session 1941-42 the following courses in Military Training will be provided under the direction of the C.O.T.C.:-
  - (a) Officers training courses for students enrolled in the Officers Training Battalion or the Air Force wing of the C.O.T.C.  
Admission to these courses will be subject to the fulfilment of such requirements as may be laid down by the Officer Commanding.
  - (b) Military Training for students enrolled in the Training Centre Battalion; two courses will be provided.
    - (i) an advanced course for students who were enrolled in the Training Centre Battalion last session and completed the prescribed 30 days training by taking 110 hours of intromural training and two weeks at camp; and
    - (ii) a basic course for students who were not enrolled in the Training Centre Battalion last session, or did not complete the prescribed 30 days training.
2. As the Department of National War Services grants to students of the University postponement of military training at Military Training Centres only on condition that they undergo compulsory military training at the University of a standard recognized by the Department, the following groups of male students will be required to take military training as provided in Section 1.
  - (a) Those male undergraduates who were born between 1 October, 1917 and 30 September, 1921, both dates inclusive.
  - (b) Any other students, graduate or undergraduate or occasional who have been or may be granted postponement of military training by a National War Services Board because of their enrolment in this University during the session 1941-42.  
NOTE: It is understood that this regulation will apply only to students who are British subjects, who are found to be physically fit, and who are not members of any reserve units of the Navy or Army.
3. Undergraduates not included in the groups listed in Section 2, graduates, students in the Ontario College of Education, and in Optometry, may apply to the Officer Commanding for voluntary enlistment in either Battalion. The Officer Commanding shall have the right to reject any such application.
4. Any student who is required to take military training under Section 2, and who fails to comply fully with the regulations regarding military training may be ordered on the recommendation of the Court of Discipline to withdraw from the University.
5. Any student who is required to take military training under Section 2, and who is a conscientious objector to military training, must communicate with the Registrar of the University on or before October 1 stating his objections. Any conscientious objector to military training who fails to notify

Military  
Training  
regula-  
tions  
(Cont'd)

the Registrar by the date specified will be required to withdraw from the University as soon as it is discovered that he is not complying with the regulations respecting compulsory military training.

6. Subject to the approval of the Department of National War Services, the President of the University is authorized to grant exemption from military training to students enrolled in the Third, Fourth, Fifth and Sixth Years in the Faculty of Medicine because of the accelerated programme of studies now being followed in that Faculty.

Univer-  
sity  
Residen-  
ces taken  
over by  
Dominion  
Govern-  
ment

From the Secretary of the Residence Committee stating that the Department of National Defence had taken over for the coming Session at least, and possibly for the duration of the war, a number of University Residences, among which was included the University Residences for Men, and the Bursar stated that the residence deposits already paid by regular University students had been returned to them.

Rocke-  
feller  
Founda-  
tion  
grant re  
meetings  
in U.S.

From Professor A. M. Wynne of the Department of Bio-Chemistry advising that the Rockefeller Foundation had provided the National Research Council of Canada with funds to enable Canadian scientists to attend meetings in the United States.

Board's  
regula-  
tions re  
war leave  
applying  
to the  
C.W.A.A.C.  
and the  
C.W.A.A.F.

From Miss Amelia Alvey, Technician in the Department of Pathology and Bacteriology, enquiring if the University regulations concerning leave of absence while on military service would apply to woman employees joining the Canadian Women's Auxiliary Army Corps or the Canadian Woman's Auxiliary Air Force, and upon motion of Mr. Bryce it was decided that if the organizations mentioned above were similar to the regular Army and other services the same consideration regarding position and pension contributions would be given.

Adjust-  
ments in  
staff of  
Superin-  
tendent's  
Office

From the Superintendent transmitting two reports containing the following recommendations for increases in salary for some of the members of his staff, effective from 1 September, 1941, to 30 June, 1942, in connection with adjustments found necessary after the resignation of Miss M. D. Chisholm and Miss M. E. Lee:-

W. L. D. Carnia	from \$2,450 to \$2,500 per annum
Miss R. M. Rankin	" 1,050 " 1,250 " "
Miss M. R. LeGrow	" 950 " 1,000 " "
Miss B. Hart	" 900 " 950 " "

The Board approved of these recommendations, which had previously received the approval of Dr. Gibson as Chairman of the Property Committee; and authority was also given for the balance remaining in the Salaries appropriation for Miss Chisholm and Miss Lee, viz: \$1,608.34, to be made available for temporary assistance for the remainder of the year 1941-42.

Letter of  
thanks  
from Lady  
Banting

From Lady Banting expressing grateful appreciation of the Board's kind consideration in paying to her the salary of her late husband, Sir Frederick Banting, for the months of March to June, 1941, inclusive.

Letter  
from Dr.  
Lucas re  
altera-  
tions to  
animal  
quarters,  
Banting  
Institute

From Dr. C. C. Lucas thanking the Board on behalf of the Banting and Best Department of Medical Research for the consideration given to the matter of improvements and repairs in the animal quarters of the Banting Institute, the results of which have been most gratifying.

Letters of  
apprecia-  
tion from  
officials  
of Nation-  
al Research  
Council  
and Prof.  
H.W.Price

From Dr. C. J. Mackenzie, Acting President of the National Research Council, Mr. S. P. Eagleson, Secretary-Treasurer, and Professor H. W. Price, expressing sincere thanks for the co-operation given by the Bursar in the financial arrangements for research grants made to the University, which have placed such an additional burden upon the staff.

Miss Louisa  
A. Aikins'  
Bequest

From the Royal Trust Company, Montreal, advising of the following legacy to the University under the Will of the late Miss Louisa A. Aikins:-

"To the University Medical School of Toronto, in the Province of Ontario, the picture of my own Father."

The Board expressed their thanks for this legacy and the Bursar informed them that Miss Aikins' father was the late William T. Aikins, M.D., whose son, Dr. H. W. Aikins, resides at 264 Church Street, Toronto.

Donations -

The following donations were reported and were accepted with thanks and appreciation:-

Rockefeller Foundation Grants:

- \$1,500 for work in connection with Division of Natural Sciences under Dr. McHenry, School of Hygiene.
- 1,400 representing the balance of a Fellowship grant of \$1,500 to cover fees and living expenses of Ian P. Todd, a British medical student registered in Fourth Year, Faculty of Medicine, University of Toronto; the remaining \$100 having already been advanced by the Foundation to Mr. Todd.
- 1,275 part of a grant of \$3,000 for three years from 1 July, 1941, for a nutrition survey in the Sub-department of Nutrition, School of Hygiene.
- 1,250 for Field Training facilities for students in Public Health, etc., School of Hygiene.

Donations  
(Cont'd)

Department of National Defence (Naval Service):

\$9,000 for tuition fees of 60 students enrolled in Navy Technical Class No. 2.

Department of National Defence (Air Force Services):

\$25,000 representing the second instalment of 25% of the total amount of \$100,000 to be paid by the Government for the training of Radio Technicians for the R.C.A.F.  
51,080 for residence accommodation, meals and recreational facilities supplied to members of the above course.

Department of National Defence (Army):

\$ 2,250 to cover the salary of Mr. J. B. Bickersteth, Warden of Hart House, for period July 1 to December 31, 1941, whilst engaged in connection with Educational Services in the Canadian Army overseas.

National Research Council:

\$ 3,000 for the War Technical and Scientific Development Committee's Project C-1000-27 under Dr. A. R. Gordon, Chemistry.

1,350 for work on Oxygen Production under the direction of Professor J. O. Wilhelm, Physics.

1,000 for Project C-1005-1 under Dr. Burton, Physics.

1,000 for work on the effect of acceleration under Dr. R. M. Franks, Banting and Best Department of Medical Research.

400 for investigation of the growth and production of lake trout under Dr. F. E. J. Fry, Zoology.

200 for Project Med. 9-2 under Dr. Cleghorn, Medicine.

Miscellaneous:

\$5,000 from Ontario Mining Association for credit of the Medical Research - Banting Fund.

1,000 from Toronto General Trusts Corporation to cover four Leonard Foundation Scholarship awards in University College.

625 from Mr. J. S. McLean for credit of the McLean Fellowships in University College.

200 from Mr. H. R. Bain for credit of the Bain Matriculation Scholarship in Applied Science.

50 from Mr. Raymond Allen for the Hollywood Theatre French Prize award.

25 from Dr. Wm. G. E. Eggleton as a contribution to the Memorial Research Fund in memory of the late Sir Frederick Banting.

20 from Mr. R. K. Ross to cover the Romaine K. Ross Prize in Law.

Summary  
of bene-  
factions  
for  
1940-41

The Bursar reported that in the preparation of the list of Benefactions for the year ending 30 June, 1941, there were 31 Government grants received, chiefly from the National Research Council, totalling approximately \$210,000., as compared with 7 for the previous year to a total of \$32,700.

Report of  
Committee  
on Banting  
Anniver-  
sary  
observance

A report presented by the President, on behalf of the Standing Committee respecting the observance of the Anniversary of Sir Frederick Banting's death, was read as follows:-



Report of  
Committee  
on Banting  
Anniver-  
sary  
Observance  
(Cont'd)

To the Board of Governors,  
University of Toronto.

Gentlemen:-

Your Committee begs to report that it held a meeting in the Board Room, Simcoe Hall, on Monday, June 30th, at 11 a.m., at which the following were present:-

The President (Chairman)  
Dr. C. H. Best  
Dr. V. E. Henderson  
Hon. Dr. H. A. Bruce  
Dr. W. E. Gallie  
Mr. C. E. Higginbottom

Careful consideration was given to what action should be taken in commemorating the anniversary of Sir Frederick's death, and as a result of the discussion your Committee begs to recommend as follows:-

1. The establishment of a Lectureship in Medical Research to commemorate annually Sir Frederick Banting's life work.
2. That a Statue of Sir Frederick be erected and mounted on a pedestal, to be placed in a suitable location within the University.
3. That an effort be made to raise a fund for the support and extension of Medical Research in the University.
4. In view of the fact that several outstanding physicians in the United States have expressed a desire to co-operate with the University in anything it undertakes, it is recommended that the President and Dr. Best communicate the Committee's suggestions to Dr. Geyelin of New York, and others interested, and that a meeting of this Committee be convened in the Autumn to discuss the matter further.

Respectfully submitted.

(Sgd) H. J. Cody  
Chairman of Committee

June 30, 1941.

Report of  
Committee  
on Pension  
Scheme for  
Adminis-  
trative  
and Cler-  
ical Staff

The following report of the Committee upon the Pension Scheme for the Administrative and Clerical Staff was read and approved as follows:-

To the Board of Governors,  
University of Toronto.

Gentlemen:-

The undersigned, acting as a Committee upon the Pension Scheme for the Administrative and Clerical Staff, beg to report that Robert Eades, Caretaker in the Dental building, with approximately 24 years of service at the University, who will attain age 65 in October, 1941, suffered a stroke in June last which has resulted in paralysis of the left arm and leg. He has been examined by the University doctor who declares him to be totally and permanently disabled for further service.

Your Committee therefore recommends that Eades be pensioned on the ground of disability as from 1 September, 1941, at a monthly pension of \$46.72.

Respectfully submitted,

(Sgd) C. E. Higginbottom  
M. A. Mackenzie  
A. D. LePan

10 September, 1941.



Navy Technical  
Classes  
and Radio  
Mechanics'  
Classes -  
balances  
in funds  
trans-  
ferred to  
McLennan  
Research  
Fund

The President presented letters from Professor E. F. Burton in connection with the Board's decision to defer until the Fall any action regarding the disposition of the balances remaining in the funds for the courses to Naval Technicians and Radio Mechanics which are being conducted in the Department of Physics at the request of the Dominion Government, and urging that this matter be settled immediately, and -

Upon motion of Mr. Bryce,  
Seconded by Hon. Dr. Bruce,  
It was Resolved -

That there be transferred to the McLennan Laboratory Research Fund the balance of approximately \$800.00 remaining in Navy Technical Classes Nos. 1 and 2, made up as follows:-  
Balance in Navy Technical Class No. 1 - \$ 5,000.00  
" " " " " " No. 2 - 1,200.00  
\$ 6,200.00

Less portion of the \$11,000 shown in  
1941-42 Estimates for Department of  
Physics to be charged to Special Fund 5,400.00

Amount to be transferred to McLennan Fund (approx.) \$800.00

Authority was also given for the balance remaining unspent in the fund for Radio Mechanics' Course No. 1 to be transferred to the McLennan Fund.

Continuation  
of  
above  
Courses

In this same connection approval was given for continuing these courses, the Radio Mechanics' Course No. 2 for members of the R.C.A.F. to begin on September 15; and the Navy Technical Class No. 3, starting August 25th, to consist of 60 Ratings, for which the Government undertakes to pay a tuition fee of \$150 per student.

Letter of  
appreciation  
from  
Air Commodore  
G.E.  
Brookes

There was presented a letter from Air Commodore G. E. Brookes, Air Officer Commanding No. 1 Training Command, expressing appreciation for the courtesies shown to members of his staff by the members of the Faculty of Hart House, in the use of the shower and swimming pool facilities, and mentioning particularly the courtesy of Messrs. T. A. Raed and Warren Stevens.

Letter from  
M.J. Rogers  
re Alumni  
Federation  
Scholarship  
in Occupational  
Therapy

The Bursar presented a letter from Mr. M. J. Rogers of the Northrop & Lyman Company, Toronto, claiming on behalf of his daughter, Miss Beryl M. Rogers, a student in the Occupational Therapy Course, that the War Memorial Scholarship given by the Alumni Federation should have been awarded to her as she was informed that she stood first in her class and had won the scholarship according to the

Alumni  
Federation  
Scholar-  
ship in  
Occupation-  
al Therapy  
(Cont'd)

terms and conditions laid down by the head of the course. There was also presented a letter from Mr. Dunlop explaining that the scholarship is definitely intended for the daughter of a combatant in the war of 1914-18, and that Miss Rogers did not qualify in this connection. The Board instructed the Secretary to communicate with Miss LeVesconte, Chief Instructor in the Occupational Therapy Course, and obtain the particulars of this case.

Current  
Expendi-  
ture

The Bursar also presented his statements, certified by the Auditor, of the expenditure made by him during the months of June, July and August, from the Accountable Warrants authorized at the meetings of June 12th and 26th, and the same were laid on the table. Also his Estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the balance of the month of September and the first part of October. Ordered that an Accountable Warrant for Two Hundred and Seventy-five Thousand Dollars (\$275,000) be issued to the Bursar.

Standing  
Committee  
on Hart  
House

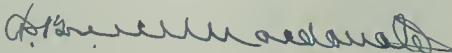
In view of the absence of Mr. Charles Burns on active service with the R.C.A.F., Dr. H. B. Anderson was appointed Acting Chairman of the Standing Committee on Hart House during Mr. Burns' absence.

*Inducted  
22.8.*

The meeting adjourned at 6 p. m.

Minutes confirmed.

*8-25-1941*



Chairman.

Minutes of the meeting of the Board of Governors held  
in the Board Room, Simcoe Hall, on Thursday, September 25th, 1941, at  
4 p. m.

Present -

The Chairman (Dr. Macdonald)  
The Chancellor  
The President  
Hon. Dr. Ferguson  
Mr. Neilly  
Mr. Morrow

Mr. Ross  
Hon. Dr. Bruce  
Mr. Young  
Mr. Osler  
Dr. Anderson

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the  
Secretary reported that he had been informed on behalf of the following  
members that they would be unable to attend:-

Mr. Rogers  
Mr. Duncan

Mr. Ross stated that Mr. Charles Burns had asked him  
to convey to the Board his regrets at being unable to attend the meet-  
ings owing to his enlistment in the Royal Canadian Air Force, in connec-  
tion with which he would shortly be proceeding overseas.

The minutes of the last meeting were read and confirmed.

Arising out of the minutes the following matters were  
dealt with:-

Revision  
of min-  
ute re  
Underhill  
case

In accordance with the Board's instructions the minute of June  
26th regarding the Underhill case was revised as approved by the Hon. Dr.  
Ferguson (vide folio 192).

Occupational  
Therapy  
Scholar-  
ship and  
Miss B.  
M. Rogers

The Bursar reported that as directed he had interviewed Miss H.  
P. LeVesconte and Mr. W. J. Dunlop in connection with the case of Miss  
Beryl M. Rogers, who claimed that she should have been awarded a scholar-  
ship in Occupational Therapy. Miss LeVesconte stated that there were  
twelve applicants for this scholarship, only nine of whom qualified for  
the condition regarding war service. Miss Rogers was not one of these  
and therefore was not entitled to the award. After discussing the case

Occupational  
Therapy  
Scholarship  
(Cont'd)

the Board instructed the Secretary to advise Miss Rogers' father that as this particular scholarship was a War Memorial Scholarship given by the Alumni Federation and awarded by one of its Committees, it was a matter entirely for consideration by that organization and that they understood Mr. Rogers had already taken up the case with the Federation.

Appoint-  
ments

Upon motion of Hon. Dr. Bruce, the following appointments recommended by the President were approved at the salaries set opposite the respective names:-

For the Session 1941-42

Athletics and Physical Training - Men:

H. Phillips	- Gymnasium Instructor (part time)	\$ 400
Locker Attendants:		
J. R. Rimmer	- 15 Sept. to 9 May	990
L. Green	- 15 Sept. to 18 April	750
J. A. Record	- 6 October to 4 April	650

Health Service - Women:

Mrs. N. Pim	- Clerical Assistant (part time) October and November	\$50 per mo.
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Faculty of Arts:

J. Claveau	- Class Assistant, Geology (vice H. S. Scott - resigned)	250
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Physics:

Assistant Demonstrators:

Mrs. D. Elson	\$1,500	J. W. M. Britton	\$1,200
E. H. Dexter	1,200	Miss L. Brandon	600
Miss B. Girdwood	600	Miss E. M. Sims	600
E. A. McIntyre	300	H. D. Vasileff	300
G. Luchak	300	Miss G. E. Smith	300

Assistant Demonstrators @ \$1.25 per hour:

Mrs. Alice Thomson	(estimated) 1,000
Mrs. Agnes Misener )	
Mrs. L. Morrison )	estimated \$600 each
Mrs. M. Rotenberg )	

Political Economy:

R. V. Anderson	- Lecturer (cancelling previous appointment vide folio 217)	1,500
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Faculty of Medicine:

Pathology and Bacteriology:

R. L. Stirrett	)	150
F. P. McInnis	)	130
P. M. McGoey	) Demonstrators in Pathology	60
Dr. Ethel Morgan	)	60
M. S. Thompson	- Demonstrator in Bacteriology	100

Faculty of Dentistry:

W. Aylward	- Laboratory Assistant in Infirmary and Laboratories, 22 Sept. to 9 May	10 per wk.
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Faculty of Applied Science:

Chemical Engineering:

Demonstrators:

F. A. Harry	- \$900	G. A. J. Joel	900
Mrs. H. Hampson	- 400		
E. B. Trickey	- (cancelling previous appointment vide folio 172)		900

A. V. DeLaporte - Special Lecturer, Sanitary Chemistry 150

Civil Engineering: Surveying & Geodesy:

H. S. Wainberg	- Demonstrator, Michaelmas Term	400
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Electrical Engineering:

F. H. Squires	- Demonstrator	1,100
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Appoint-  
ments  
(Cont'd)

Faculty of Applied Science:

Engineering Drawing:

R. M. Clark	)		\$1,700
G. R. Edwards	)	Instructors	1,700
D. P. Scott	)		1,400
D. G. Wertheim	)		750
J. S. Vigder	)	Demonstrators (part time)	500

Mechanical Engineering:

W. Bruce	)		1,100
W. H. Brydon	)		1,100
J. A. Carter	)	Demonstrators	1,100
G. H. D. Martin	)		1,100

Metallurgical Engineering:

Miss M. Carter	-	Stenographer (part time - from 22 Sept. to 30 June)	300
A. Taylor	-	Laboratory Attendant	300

Mining Engineering:

J. Sherwood	)		450
W. Stewart	)	Laboratory Attendants 30 weeks from 22 Sept.	450

Secretary's Office:

Miss G. Simpson	-	Stenographer, 9 mos. from 1 October	\$1,000 per an.
Miss M. Carter	-	" from 22 Sept. to 30 June	\$393.75.

Faculty of Household Science:

Miss M. Vanstone	-	Assistant (part time) in Food Chemistry, 1 Oct. to 30 April	250
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School of Nursing:

Mrs. Frances Lauchland	-	Instructor in Nursing	80
Mrs. Margaret Monkhouse	-	Clerical Assistant, 1 Sept. to 30 June	\$80 per mo.

Special Research:

Banting and Best:			
H. C. Bazett	-	Research Professor, 21 Oct. to 30 June @ \$8,000 per annum (U.S. funds)	
J. W. Thompson	-	Research Fellow, 1 Sept. to 30 June,	\$110 per mo.

Notice of  
motion re,  
certain  
appoint-  
ments

The President gave notice that he would move at the next meeting for the appointments of the following persons:-

T. W. Cook, of Acadia University, to be Associate Professor in Psychology from 1 July, 1941, to 30 June, 1942, at a salary of \$3,600 (vice Professor W. Line on leave of absence); this appointment involving an additional vote for the department of \$1,030.00

S. E. Wolfe, Lecturer in the Department of Mining Engineering, to be promoted to Assistant Professor from 1 October, 1941, at a salary of \$3,000.00 per annum.

Other recommendations by the President were approved as follows:-

Leaves of  
absence

That leave of absence be granted to -

Professor W. Line and Dr. J. D. M. Griffin of the Department of Psychology from 24 September for the duration of the war in order to assist the Department of National Defence in their psychological tests and personality studies in connection with the selection of men for the Canadian Army.



Leaves of  
absence  
(Cont'd)

Professor J. F. Parkinson of the Department of Political Economy from 1 October, 1941, for the duration of the war.

Professor J. L. Synge, Head of the Department of Applied Mathematics, from 1 October, 1941, to 31 January, 1942, in order to lecture at Brown University; Professor Synge to spend Mondays and Tuesdays carrying out his regular duties here and to receive one-third of his present salary for the above-mentioned period.

Resigna-  
tions

That resignations be accepted from -

Miss Emma Wilson, an Assistant in the University Library, effective 5 September, 1941.

Miss Marianne Jackson, Attendant in the Department of Pathology and Bacteriology, as of 15 September, 1941.

Mrs. John Ross (nee Hopper), Assistant Artist in the Art Service, Faculty of Medicine, as of 30 September, 1941, or earlier if possible.

J. Minshull, Assistant in the Animal Quarters with the Committee of Experimental Medical Research, as of 10 September, 1941.

C. Marchant, Assistant in the Banting and Best Department of Medical Research, effective 15 September, 1941.

Miss A. E. Phipps, Nurse in the Infirmary of the Faculty of Dentistry, as of 1 September, 1941.

Increase  
in salary  
of T.  
Storton

That the salary of T. Storton, Laboratory Assistant in the Department of Chemical Engineering, be increased from \$1,200 to \$1,400 per annum as from 1 October, 1941.

Additional  
vote  
and trans-  
fers in  
Faculty of  
Applied  
Science

That an additional appropriation of \$306.75 be granted for salaries in the Secretary's Office, Faculty of Applied Science.

That the following transfer be granted in the appropriations

of the Faculty of Applied Science:-

From "Messenger Service and Clerical Assistance"  
under General Expenses

To "Salaries Account - Secretary's Office" - \$200.00

Extension  
Courses re  
Accident  
Prevention  
and Modern  
Housing

That two special classes be held in the Department of Univer-

sity Extension and Publicity -

(1) Accident Prevention (a series of twelve evenings)  
at a fee of \$5.00 per student.

(2) Modern Housing - Its Social Effects (a series of ten evenings)  
at a fee of \$5.00 per student.

Extension  
Course in  
Radio Techn-  
ique

That in connection with the recently established Certificate Course in Radio Technique in the Department of University Extension and Publicity, the tuition fee be fixed at \$75.00, and that those who enrol be required to pay the same incidental fees as are paid by students in Arts, viz: \$50.00 for men and \$41.00 for women. Regarding the incidental fees, which include certain College fees, the Board also approved of arrangements with University College under which the students enrolled in the above course may avail themselves of the facilities afforded by University College.

Fee for  
occasional  
students in  
Forestry

That a fee of \$50.00 per student be charged to two members of the field staff of the Department of Lands and Forests, whom the Deputy Minister is sending as occasional students to the Faculty of Forestry. In his recommendation Dean Cosens states that this fee of \$50.00, instead of the usual fee of \$30.00 per course, would be an expression of appreciation for the assistance given by the Department in connection with the University's forest camp. The Dean also stated that a road had recently been constructed across the University property by the Department of Highways.

Construc-  
tion of  
road at  
Forest  
Camp

Coleman  
Library  
of Geology  
and Miner-  
alogy

That at the request of Professor E. S. Moore the departmental library in Geology be named "The Coleman Library of Geology and Mineralogy" after the late Professor Coleman.

Toronto  
Conserva-  
tory of  
Music  
Annual  
Meeting

There was presented a letter from the Secretary-Treasurer of the Toronto Conservatory of Music advising that the Annual General Meeting of the Conservatory would be held on Wednesday, October 15th, at 5 p.m., and -

Upon motion of Mr. Morrow,  
Seconded by Mr. Osler,  
It was Resolved -

That the Chairman of the Board, Dr. D. Bruce Macdonald, and the President, the Hon. H. J. Cody, be instructed to attend this meeting and to cast a vote for the election of the Governors of the Conservatory for the ensuing year, including two members of the University Board as Controlling Governors.

There was also presented the Auditor's Report and Financial Statement of the Conservatory for the year ended 30 June, 1941.

Other communications were presented and dealt with as follows:-

Proposed  
Medical  
Students'  
Loan Fund  
and ap-  
pointment  
of Commit-  
tee

From Dr. E. S. Ryerson transmitting a report of the Council of the Faculty of Medicine regarding proposals for a Medical Students' Loan Fund, and upon motion of Hon. Dr. Ferguson, seconded by Mr. Neilly, the following Committee was appointed to consider this matter:-

Dr. Anderson (Convener)  
The Chairman of the Board  
The President  
Mr. Osler

Mr. Morrow  
Mr. Ross  
The Bursar (Secretary)

10% reduc-  
tion in  
appropri-  
ations of  
Botany

From Professor H. S. Jackson asking for a ruling as to the application of the 10% reduction in the appropriations for "Supplies and Apparatus" in the Department of Botany for 1941-42, and approval was given to the following arrangement:-

That of the item of \$2,100 for "Botanical Garden and Greenhouse Supplies and Labour", only \$340 be subject to the 10% reduction as this is the amount remaining in the appropriation after certain salary payments have been made.

That of the item of \$3,000 for "Salaries and Expenses" under Special Research, only \$500 be subject to the 10% reduction.

Restriction  
of enrol-  
ment in  
Chemical  
Engin-  
eering

From Dean C. R. Young recommending that registration in First Year Chemical Engineering be restricted as the accommodation available was not sufficient to take care of the 132 men who had applied for entrance to the course, and

Upon motion of Hon. Dr. Bruce,  
Seconded by Mr. Neilly,  
It was Resolved -

That the Board approve of the recommendation of Dean Young to limit the enrolment in First Year Chemical Engineering in the Faculty of Applied Science to 105 students owing to lack of sufficient accommodation and to the fact that it would be necessary to incur an enormous additional expenditure for a larger number of students.

Appoint-  
ment of  
W. Graham  
as care-  
taker of  
Dental  
building

From the Superintendent of Buildings and Grounds recommending that William Graham, a guard at the Royal Ontario Museum, be appointed caretaker of the Dental building, in place of Robert Eades, retired on pension, and approval was given to this appointment, to date from 1 October, 1941, at a salary of \$1,400 per annum.

Radio  
Techni-  
cians'  
Course  
No. 1

Also from the Superintendent transmitting a statement showing receipts of \$70,380.00 from the Dominion Government in connection with residence accommodation, meals and recreational facilities supplied to

members of Radio Technicians' Course No. 1, together with a distribution of this amount.

#### Donations -

The following donations were reported and were accepted with thanks and appreciation:-

##### National Research Council:

- \$7,000.00 for continuation by Professor A. Pitt of the work under Project P-1000-3 in the Department of Physics, to be now known as Project PE-4 (Physics, Burton, Pitt).
- 2,000.00 being a further accountable advance for aviation research in Psychology under Professor Cosgrave.
- 700.00 for the War Technical and Scientific Development Committee's Project C-1000-27 under Professor Gordon in Chemistry.
- 100.00 for a new project for Aviation Research under Dr. H. Bazett in the Banting and Best Department of Medical Research, to be known as Project A.M.-13.

##### Miscellaneous:

- \$2,760.00 representing the balance of the \$6,000 grant from the Department of National Defence for the training of Dental Technicians.
- 750.00 from Canadian Industries Limited in payment of their fellowship in Chemistry for 1941-42.

Transfer of authority from Dr. Barrett to Dr. Solandt re grant from National Research Council

The Bursar reported that in connection with the National Research Council's grant under Project C-1000-22 for research work in the School of Hygiene, authority had been given by the Council to transfer the responsibility for this project from Dr. H. M. Barrett to Dr. D. Y. Solandt as the former is on leave of absence for the duration of the war.

Donation from Dr. Samuel for scholarship, and publication

The President presented letters from Dr. Sigmund Samuel in which he intimated his intention to present to the University the sum of \$5,000.00, \$1,000.00 of which is to cover the publication by Bishop White of "The History of the Jews in China"; and the remaining \$4,000.00 to constitute the endowment of a scholarship, the income from this sum to be applied towards the annual University fees of the student to whom the scholarship is awarded. This generous gift was gratefully accepted and the Secretary was directed to convey to Dr. Samuel the Board's appreciation of his thoughtfulness.

Report of Committee re Sir Frederick Banting's affairs

The following report of the Special Committee appointed to consider a suitable recognition of the work of the late Sir Frederick Banting was upon motion of Mr. Morrow, seconded by Mr. Neilly, approved:-

Report of  
Committee  
re Sir  
Frederick  
Banting's  
affairs

To the Board of Governors,  
University of Toronto.

Gentlemen:-

Your Committee begs to submit the following report, after a meeting held on Thursday, September 25th, 1941, at 3:30 p.m., at which there were present -

Mr. Morrow (in the Chair)  
The Chancellor  
The Chairman of the Board  
The President  
Mr. Neilly

The Bursar was present as Secretary.

Some few months ago the Board of Governors authorized and instructed this Committee to confer with Lady Banting on several matters pertaining to the relationship existing between Sir Frederick's Estate and the University.

Among other points requiring consideration was the question of providing Lady Banting with sufficient income to insure her a modest competency.

Sir Frederick's Will contains the following bequest, as communicated by the Public Trustee, Toronto:-

"Upon certain contingencies after the death or remarriage of the wife of the testator, a bequest to the Department of Medical Research of the University of Toronto."

From time to time the late Sir Frederick undertook to carry on certain industrial research work, where the cost of such work was largely, if not wholly paid by the parties for whom the work was being done. In addition to certain balances remaining from these payments there was also credited from Royalties on Insulin and from other sources amounts which have accumulated a sum in excess of \$200,000. Sir Frederick earmarked this fund for Medical Research which he anticipated would form a future endowment fund that would, if invested, provide sufficient income when Insulin Royalties were no longer available.

Your Committee agrees that a net income of \$4,000.00 a year for Lady Banting might be considered our minimum objective. In addition to funds to be provided from Military Pension, Sir Frederick's Estate, etc., your Committee recommends that the Board give authority for the payment to Lady Banting of \$2,000.00 per annum to be charged against the Medical Research Banting Fund, to date from 1 July, 1941, and to be paid to her until her death or remarriage, whichever shall first occur.

Respectfully submitted.

September 25, 1941.

(Sgd) F. K. Morrow  
Chairman of Committee.

Remission  
of fees  
of Lady  
Banting

Also upon motion of Mr. Morrow authority was given for the remission of the tuition fees of Lady Banting while she is enrolled as a student in the Faculty of Medicine.

*Indepd  
W.S.*

The meeting adjourned at 6:15 p.m.

Minutes confirmed.

6-9-41

*[Signature]*  
Chairman.



Minutes of the meeting of the Board of Governors held  
in the Board Room, Simcoe Hall, on Thursday, October 9th, 1941, at 4 p.m.

Present -

The Chairman (Dr. Macdonald)	Mr. LaBine
The Chancellor	Mr. Morrow
The President	Mr. Osler
Dr. Anderson	Hon. Dr. Bruce

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the Secretary reported that he had been informed on behalf of the following members that they would be unable to attend:-

Dr. Gibson	Mr. Ross
Mr. Duncan	Mr. Rogers

The minutes of the last meeting were read and confirmed.

Appoint-  
ments

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

From 1 July, 1941

Physical and Health Education:

E. S. Ryerson	- Professor of Health Education and Head of Department of Physical and Health Education	\$ 500 per an.
H. A. Cates	) Associate Professors of	500 " "
A. W. Ham	) Functional Anatomy	250 " "
D. Y. Solandt	) Associate Professors of	300 " "
R. E. Haist	) Applied Physiology	700 " "

For the Session 1941-42

Faculty of Arts:

M. Mackinnon	- Reader in English	\$ 200
Botany:		
Class Assistants:		
R. G. Atkinson	\$500	A. R. Gopalayengar 170
Miss H. J. Goulding	200	B. B. Hillary 510
C. D. McKeen	600	Miss R. H. Moore 600
J. J. Miller	500	L. Laking 500
Miss G. S. Taylor	300	
C. Sauerbrei	- Class Assistant in Anthropology	250
Geography:		
Assistants (part time):		
L. G. Reeds	175	D. Kerr 125
J. Hamilton	150	Miss M. H. Cook 125

Appoint-  
ments  
(Cont'd)

G. D. Springer	- Class Assistant in Geology (vice W. R. McQuarrie, resigned)	\$ 250
J. H. L. Watson	- Research Assistant in Physics from October to June	\$90 per mo.
Political Economy:		
Miss C. W. McNeill	- Secretarial Assistant	80 " "
E. Richmond	- Assistant (vice C. A. Bishop, resigned)	250
J. H. Richardson	- Visiting Professor	2,500
Zoology:		
Miss V. Engelbert	) Demonstrators	800
J. G. Aldous		800
Miss R. D. C. Martin		800
Assistants:		
J. R. Brett	\$300	J. E. Moore 400
W. M. Sprules	450	D. G. Wilder 450
<u>Faculty of Applied Science:</u>		
L. Pancer	- Demonstrator in Mining Engineering	1,200
Mechanical Engineering:		
A. E. Aeberli	) Demonstrators (part time)	350
J. B. Bryce		350
A. D. Hogg		350
W. E. B. Parker		175
Electrical Engineering:		
S. K. Cheney	) Demonstrators (part time)	350
E. A. Ricker		350
Engineering Drawing:		
H. J. Franklin	) Demonstrators (part time)	350
H. S. Wainberg		(Easter Term) 600
E. J. Hick	- Demonstrator in Mining Engineering	1,200
J. B. J. Heberling	- " " Chemical Engineering	850
<u>School of Hygiene:</u>		
K. Roseblade	- Technical Assistant, Physiological Hygiene, 1 Oct. to 30 June (cancelling previous appointment vide folio 205)	1,500 per an.
D. Harris	- Technical Assistant, Physiological Hygiene, 1 Oct. to 30 June	820
<u>Department of University Extension &amp; Publicity:</u>		
<u>Course in Physiotherapy:</u>		
W. J. Gardiner	- Instructor in Therapeutics and Use of Machines, and Supervisor of the Course in Physiotherapy	500
Mrs. F. E. Woodcock	- Instructor in Massage	1,200
Dr. Margaret Abel	- Instructor in Anatomy	600
H. deW. Ball	- " " "	75
E. Fidler	- " " Physiology	300
Dr. Jessie McGeachy	- " " First Aid	60
School of Nursing	- Instruction in Bedside Nursing	120
Hospital for Sick Children	- Use of Pool for Instruction	60
A. D. Misener	) Instructors, Physics (part time)	100
Dr. Florence Quinlan		100
Prof. Kathleen Crossley		100
Ruggles George	- Lectures in Anatomy	125
Miss D. Gatird	- Pianist for Classes in Gymnastics	90
<u>Course in Occupational Therapy:</u>		
Miss H.P. Levesconte	- Chief Instructor and Supervisor of the Course	600
Miss Alda Gibson	) Instructors	1,200
Miss Dorothy Despard		1,200
Miss Isobel Loudon	- Instructor in Art and Applied Design	1,000
H. deW. Ball	- Anatomy	75
E. Fidler	- Physiology	150
Institute of Child Study	- Child Study	200
Miss Caroline Baldock	- Practical Application of Occupational Therapy	100
J. H. Ryan	- Bookbinding	300
Miss Nora Lee	- History and Practice of Social Case Work	100

Appoint-  
ments  
(Cont'd)

Department of University Extension (Cont'd):

Course in Occupational Therapy (Cont'd):

Ontario College of Art	- Plastic Arts, Metal Work	\$ 900
Dr. Ruth Franks	- Psychiatry	200
G. W. Howland	- Neurology (18 lectures)	180
A. T. McLachlan	- Instructor in Wood-working	1,200
Toronto Association of Occupational Therapy	- Use of rooms for classes	475
E. Stanley Ryerson	- Elementary Hygiene	200
Mrs. Jessie Kidd	- Remedial Gymnastics	300
Dr. Jessie McGeachy	- First Aid	60

Course in Aerial Navigation:

Basil Ferrari	- Instructor on Link Trainer,	
	1 Oct. to 30 June	\$100 per mo.

Ontario College of Education:

A. J. Bohnen	) Research Assistants	500
Miss M. H. Herriot		500
W. R. Luscombe		500

Special Research:

Zoology:

Research Assistants:

L. Day	- 350	J. H. Follwall	400
Miss A. M. Ironside	- 600	W. W. Judd	400
Miss D. W. Kirk	- 400	Mrs. Graca Scott	450

Experimental Medical Research:

A. Loughheed	- Assistant in Animal Quarters,	
	1 Oct. to 30 June	\$ 65 per mo.

Banting and Best:

E. C. Black	- Research Assistant. 1 Oct. to	
	31 March	250 " "
C. Cassie	- Technician, 1 Oct. to 30 June	60 " "
C. R. Cowan	- Senior Technical Assistant and	
	Controller from 1 October, 1941	
	(cancelling previous appointment	
	vide folio 173)	1,800

Appoint-  
ments to  
Councils  
of Facul-  
ties

The following were appointed to sit as representatives on the  
Faculties named:-

On the Council of the Faculty of Arts

From the Faculty of Medicine:

Professors D. T. Fraser	J. C. Watt
N. B. Taylor	A. M. Wynne
H. Wastenays	D. Y. Solandt

From the Faculty of Applied Science:

Professors J. R. Cockburn	W. M. Treadgold
K. B. Jackson	W. J. T. Wright
R. R. McLaughlin	

From the Faculty of Household Science:

Dr. C. C. Banson	Dr. J. B. Brodie
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From the Faculty of Forestry:

Professor R. C. Hosie

From the Faculty of Music:

Professor Leo Smith

On the Council of the Faculty of Applied Science

From the Faculty of Arts:

Professors F. B. Kenrick	) Chemistry
L. J. Rogers	
J. T. Burt-Gerrans	

E. S. Moore	) Geology
A. MacLean	
G. B. Langford	

A. L. Parsons	) Mineralogy
J. Ellis Thomson	
M. A. Peacock	

Appoint-  
ments to  
Councils  
of Facul-  
ties  
(Cont'd)

Professors	E. F. Burton	)	
	L. Gilchrist	)	Physics
	J. Satterly	)	
	S. Beatty	)	Mathematics
	I. R. Pounder	)	
	J. L. Synge	-	Applied Mathematics

Confirma-  
tion of  
appoint-  
ments

In accordance with notice previously given, the President moved for the appointment of the following persons, and the same were approved by the Board:-

T. W. Cook to be Associate Professor in Psychology from 1 July, 1941, to 30 June, 1942, at a salary of \$3,600.

S. E. Wolfe to be promoted from Lecturer to Assistant Professor in the Department of Mining Engineering from 1 October, 1941, at a salary of \$3,000 per annum.

Other recommendations by the President were approved as follows:-

Suspension  
of ruling  
re holding  
of Gradu-  
ate Fellow-  
ship and  
staff ap-  
pointment

That the following persons be allowed to hold part-time appointments on the staff for the Session 1941-42 in addition to Graduate Fellowships already awarded to them, and that the ruling appearing in the Calendar of the School of Graduate Studies be suspended on account of the war to permit of these arrangements:-

B. Noonan	- Fellow in Department of Mathematics @ \$350
N. Mackinnon	- Reader in English @ \$200

Leaves of  
absence

That leave of absence be granted to -

Professor J. O. Carlisle of the staff of the Ontario College of Education from 1 October to 31 December, 1941, with salary, on account of illness.

Dr. A. A. Fletcher, Associate in the Department of Medicine, for the Session 1941-42, without salary, on account of illness.

Miss G. Turnbull, Secretarial Assistant in the Department of Political Economy, for the duration of the war as she has been appointed on the staff of the British Purchasing Commission in Washington.

Increase  
in salary  
of Miss  
E.J. McKee

That the salary of Miss E. J. McKee, Secretarial Assistant in the Department of Political Economy, be increased from \$1,085 to \$1,200 for the Session 1941-42, effective 1 July, 1941, as she is assuming extra duties on account of the leave of absence granted to Miss Turnbull.

Additional-  
al vote  
in Anthro-  
pology

That an additional amount of \$150 be granted in the Department of Anthropology to provide for the appointment of Mr. C. Sauerbrei (vide folio 239).

Bursary  
to Dr. S.  
B. Raska

That a bursary award of \$138 be granted to Dr. S. B. Raska, a Czecho-Slovakian refugee, who wishes to proceed to the M.A. degree in Physiology.

Additional-  
al votes  
re Univer-  
sity Ex-  
tension  
Courses

That the following additional appropriations be granted in the Department of University Extension and Publicity in view of war-time conditions which are causing increased enrolment:-

Course in Occupational Therapy	-	\$10,000
Course in Physiotherapy	-	7,000

Confirma-  
tion of  
transfer  
already  
voted in  
Botany

The Board confirmed the action already taken by the President in approving of the following transfer in the Department of Botany to meet a serious emergency arising in the department for the purchase of a new soil sterilizer:-

From "Salaries - Demonstrators, Fellows and Class Assistants"	
To "Special Research - Expenses"	- \$600

Agreement  
with Dom-  
inion  
Government  
re Radio  
Technici-  
ans' Course

There was presented a letter from the Acting Deputy Minister of National Defence for Air enclosing an agreement between the Dominion Government and the University covering additional courses for Radio Technicians. This agreement is the same as the former agreement in connection with Radio Technicians Class No. 1, with certain minor alterations, and provides for two courses consisting of 150 students each at a tuition fee of \$200 for the first hundred students and \$125 for the remainder, making a total of \$45,000. In addition the Government undertakes to pay a tuition fee of \$10 per week for each held-over student of this or the former course. Upon motion of Mr. Morrow, seconded by Hon. Dr. Bruce, authority was given for the signing of this agreement on behalf of the Governors.

In this connection the Burser presented a letter from W. G. Burchell, a former student of the first Radio Technicians' course, who wrote to Dr. Anderson of the Department of Physics from Portsmouth about several members of his class and how they were enjoying the work assigned to them on active service.



Physical  
& Health  
Education  
fees re  
various  
Colleges

There was also presented the following letter from  
the Registrar regarding the Course in Physical and Health Education:-

"The President,  
University of Toronto.

Dear Mr. President:-

Chancellor Brown of Victoria College and  
Provost Cosgrave of Trinity College have agreed that the women  
enrolled in the First Year in these two colleges shall take  
compulsory physical training along with the women enrolled in  
the First Year in University College, and the women have accord-  
ingly enrolled with Miss Forster.

The Superior of St. Michael's College informs  
me that it is not considered desirable to make physical training  
compulsory for women students of the First Year in that college,  
for the present session, but holds out the hope that St. Michael's  
will follow the lead of Victoria and Trinity Colleges next session.

As a result of this arrangement it will be  
necessary to ask the Governors of the University to amend fee  
schedules c and d, pages 204 and 205 of the current Arts calendar.  
I enclose these schedules herewith, and have indicated the neces-  
sary changes.

Yours very truly,

(Sgd) A.B.Fennell,  
Registrar."

October 8, 1941.

Schedule "C" - Bachelor of Arts:

Women:

First Year - University incidental fees changed  
from \$31 to \$34, with the following  
foot note:

This fee is reduced by \$5 for students of Victoria College  
living in residence for whom the College provides a health  
service. For students of St. Michael's College this fee is  
reduced by \$3 as they are not required to take Physical  
Education.

Schedule "D" - Bachelor of Commerce:

Women:

First Year - University fee (if paid in one instalment)  
changed from \$136 to \$139, with the following  
foot note:

This fee is reduced by \$5 for students of Victoria College  
living in residence for whom the College provides a health  
service. For students of St. Michael's College this fee is  
reduced by \$3 as they are not required to take Physical  
Education.

Arrange-  
ments re  
gymnasium  
facilities

Approval was given to the foregoing changes and also  
to the Bursar's recommendation that provision be made temporarily for  
the continuation of the arrangements which previously existed in con-  
nection with the use of the University gymnasium facilities for women  
and which were not provided for in the current calendars. These are  
as follows:-

(1) Women students (not provided for)	- \$4.00
(2) Members of the University staff	- 4.00
(3) Special privilege tickets	3 for 1.00

The Bursar reported that in a conversation with Miss Forster she had  
expressed her approval of these arrangements. In adopting the above  
regulations the Board gave instructions that a uniform fee for all  
Colleges be brought into effect as early as possible.

Other communications were presented and dealt with as follows:-

Education-  
al Research  
Budget for  
1941-42

From Dean Althouse transmitting a proposed budget for 1941-42 of the unexpended balances of the Carnegie grants for the Department of Educational Research, which was approved as follows:-

(a) Library	\$1,000.00
(b) Office Supplies and Printing	300.00
(c) Office Assistance	300.00
(d) Tests (trial runs, etc. and other researches)	250.00
(e) Travelling expenses	250.00
(f) Unappropriated	163.89
Total -	<u>\$2,263.89</u>

Athletic  
Associa-  
tion  
Annual  
Report  
and  
transfer  
to Special  
Trust Fund

From the Secretary of the University of Toronto Athletic Association enclosing the audited financial report of the Association for the year ended 30 June, 1941, and the Board were very pleased to learn that it was the desire of the Directorate to pay off the loan as soon as conditions permit; also from the Secretary of the Athletic Association advising of the transfer to the Special Trust Account of \$10,000 in Dominion of Canada First War Loan Bonds.

Letter of  
thanks  
from Mrs.  
Mitchell

From Mrs. Mitchell expressing grateful thanks for the resolution passed by the Board upon the death of Dean Mitchell, and for the very beautiful basket of roses.

Letter  
from Mrs.  
Biggs

From Mrs. Biggs acknowledging with sincere appreciation the letter of sympathy sent to the family upon the death of Dr. Biggs.

Donations

The following donations were reported and were accepted with thanks and appreciation:-

National Research Council:

\$9,000.00	being balance of grant to Dr. H. C. Bazett under Project A.M.-1, Banting and Best Department of Medical Research.
1,455.00	for credit of the Oxygen Production research in Physics under Dr. Wilhelm.
500.00	as a further accountable advance under Project A.M.-7 under Dr. D. Y. Solandt, School of Hygiene.
<u>Grants from Sub-Committee on Naval Research:</u>	
To Dr. D. Y. Solandt, School of Hygiene:	
570.00	for research on Investigation of Engine Room Noise in Naval Vessels, Project N.M. 6.
550.00	for research on Slit Lamp Examination of the Eyes to Detect Incipient Vitamin A Deficiency in Naval Personnel, Project N.M. 7.
200.00	for research on Design of Lantern for Testing Color Vision of R.C.N. Personnel, Project N.M. 8.

Donations (Cont'd)	<u>Miscellaneous:</u>	
	\$25,000.00	representing the balance of the total amount of \$100,000 to be paid by the Dominion Government for the training of Radio Technicians for the R.C.A.F. in Class No. 1.
	5,000.00	from the Carnegie Corporation as follows:-
		\$3,000.00 - for professorship in Fine Art (final payment)
		2,000.00 - as a supplementary grant for support of a Professorship in Fine Art (final payment)
	1,500.00	from the Department of Pensions and National Health, Ottawa, for work on food analyses by Professor E. W. McHenry, School of Hygiene.
	1,035.00	from Mr. Arthur Cohen for credit of the Arthur Cohen Scholarship Fund.
	1,000.00	from the Provincial Government, through the Deputy Minister of Education, for credit of the Institute of Child Study.
	750.00	from Parke, Davis & Company as a further contribution for Dr. Greey's studies on the chemotherapeutic activities of new chemical compounds.
	650.00	from the Robert Simpson Company Limited for credit of the Company's Northern Ontario Scholarships for 1941-42.
	75.00	from Mr. Albert L. Washburn of New Haven, Conn., as a gift for research work in Geophysics.

Standing  
Commit-  
tees for  
1941-42

Upon motion of Mr. Morrow, seconded by Mr. Osler, the Standing Committees of the Board were re-appointed for the year 1941-42 as follows:-

EDUCATION COMMITTEE: (7 members)  
(By-Law No. 7, p. 5)

The Chairman	)	Mr. Bryce
The Chancellor	)	Hon. Dr. Ferguson
The President (Chairman of Committee)	) ex officio	Mr. Rogers
		Mr. Young
		(3 vacancies)

FINANCE COMMITTEE: (8 members)  
(By-Law No. 8, p. 5)

The Chairman	)	Mr. Ross (Chairman)
The Chancellor	)	Hon. Dr. Ferguson
The President	) ex officio	Mr. Duncan
		Hon. H. T. Kelly
		Hon. Dr. McCarthy
		Mr. McCulleggh
		Mr. Morrow
		Mr. Osler

PROPERTY COMMITTEE: (8 members)  
(By-Law No. 9, p. 6)

The Chairmen	)	Dr. Gibson (Chairman)
The Chancellor	)	Hon. Dr. Bruce
The President	) ex officio	Mr. Burns
		Mr. LeBine
		Mr. McCulloch
		Mr. Morrow
		Mr. Neilly
		Chief Justice Rose

Standing  
Commit-  
tees  
(Cont'd)

COMMITTEE ON HOSPITAL RELATIONS: (4 members)  
(By-Law No. 10, p. 7)

The Chairman	)	Dr. Anderson
The Chancellor	)	Hon. Dr. Bruce
The President (Chairman	) ex officio	Hon. H. T. Kelly
of Committee)	)	(1 vacancy)

COMMITTEE ON UNIVERSITY COLLEGE MATTERS: (6 members)  
(By-Law No. 11, p. 7)

The Chairman	)	Dr. Gibson (Chairman)
The Chancellor	)	Mr. Bryce
The President	) ex officio	Mr. Duncan
		Hon. Dr. Ferguson
		Chief Justice Rose
		Mr. Young

HART HOUSE COMMITTEE: (5 members)  
(By-Law No. 12, p. 8)

The Chairman	)	Mr. Burns (Chairman)
The Chancellor	)	Dr. Anderson (Acting Chair-
The President	) ex officio	man)
		Mr. Bryce
		Hon. Dr. Ferguson
		Mr. McCullagh

CONNAUGHT LABORATORIES COMMITTEE: (5 members)  
(By-Law No. 13, p. 8)

The Chairman	)	Mr. Neilly (Chairman)
The Chancellor	)	Hon. Dr. Bruce
The President	) ex officio	Mr. Morrow
		Mr. Osler
		The Chairman of the
		Finance Committee

INSULIN COMMITTEE: (5 members)  
(By-Law No. 14, p. 13)

The Chairman	)	Mr. Morrow (Chairman)
The Chancellor	)	Mr. Bryce
The President	) ex officio	Hon. Dr. Ferguson
		Mr. LaBine
		Mr. Neilly

Advisory Committee:

Dr. C. H. Best	Dr. Duncan Graham
Dr. R. D. Defries	Mr. F. Lorne Hutchison
	(2 vacancies)

COMMITTEE ON STUDENTS' ADMINISTRATIVE COUNCIL MATTERS: (3 members)  
(By-Law No. 15, p. 16)

The Chairman	)	Dr. Gibson
The Chancellor	)	Mr. Ross
The President (Chairman	) ex officio	Mr. Young
of Committee)	)	
		Staff Representatives:
		Dean Beatty
		Mr. W. J. Dunlop

JOINT COMMITTEE ON HOSPITAL APPOINTMENTS: (4 University members)  
(By-Law No. 16, p. 16)

The Chairman
The President
Dr. Anderson
Hon. Dr. Bruce



Standing  
Commit-  
tees  
(Cont'd)

COMMITTEE ON RETIREMENT OF PROFESSORS: (3 members)

The Cheirman  
The President  
The Chairman of the Finance Committee

COMMITTEE ON TRUSTS: (3 members)  
(By-Law No. 35)

The Cheirman	)	Hon. H. T. Kelly (Chairman)
The Chancellor	) ex officio	Dr. Gibson
The President	)	Mr. LaBine

COMMITTEE RESPECTING THE OBSERVANCE OF THE ANNIVERSARY OF SIR  
FREDERICK BANTING'S DEATH: (8 members)  
(By-Law No. 36)

The Cheirman	)	<u>Board Members:</u>
The Chancellor	)	Dr. Anderson
The President (Chairmen	) ex officio	Hon. Dr. Bruce
of Committee)	)	Hon. Dr. Ferguson
		Mr. Morrow
		<u>Faculty of Medicine Members:</u>
		The Dean
		Dr. C. H. Best
		Dr. Velyien Henderson
		Dr. D. E. Robertson

The Bursar presented a letter from the Hon. Dr. Ferguson requesting that he be relieved of the Chairmanship of the Committee on University College Metters, and the Boerd apppointed Dr. Gibson as Chairman of this Committee for 1941-42.

Current  
Expendi-  
ture

The Bursar also presented his statement, certified by the Auditor, of the expenditure mede by him from the Accounteble Werrant authorized on September 11th, 1941, and the same was laid on the table. Also his Estimete, under By-Law No. 20, of the amount required to defray Current Expenditure for the belance of the month of October and the first pert of the month of November. Ordered that an Account-able Werrant for Three Hundred Thousand Dollers (\$300,000) be issued to the Bursar.

Leaves  
of ab-  
sence  
for war  
service

The Bursar also presented the following list, covering the period from 1 July to 30 September, 1941, of members of the staff who had been granted leave of absence for the duration of the war:-



Leaves of ab- sence (Cont'd)	Name	Title	Depart- ment	Date of Leave	Rank
	<u>ATHLETICS, etc.</u>				
	Davey, Dr. Jean F.	Medical Ad- viser to Women Students	Health Service	Aug., 1941	Medical Su- pervisor, C.W.A.A.F.
	<u>ARTS:</u>				
	Griffin, J.D.M.	Special Lecturer	Psychology	Aug., 1941	R.C.A.M.C., N.D.Hdqs.
	Line, Wm.	Assoc.Prof.	Psychology	Sept., 1941	Directorate, Personnel Selection, R.C.A.M.C.
	Parkinson, J.F.	Asst. Prof.	Political Economy	Oct., 1941	Dominion Gov't., Ottawa
	<u>MEDICINE:</u>				
	Barrett, H.M.	Asst. Prof.	School of Hygiene	July, 1941	War Tech- nical & Scientific Development Committee
	Bateman, J.E.	Asst. Resi- dent Fellow	Surgery	Sept., 1941	British Em- ergency Medical Service

Medical  
Stud-  
ents'  
Loan  
Fund

The following report of the Special Committee ap-  
pointed to consider proposals for a Medical Students' Loan Fund was,  
upon motion of Dr. Anderson, seconded by Hon. Dr. Bruce, approved:-

To the Board of Governors,  
University of Toronto.

Gentlemen:-

Your Committee begs to submit its report following a  
meeting held in the Board Room, Simcoe Hall, on Thursday, 2nd  
October, 1941, at 4 p.m., at which were present -

Members of the Board

Dr. Anderson (in the Chair)  
Dr. Macdonald (Chairman of the  
Board)  
The President  
Mr. Osler

Members of the Faculty  
of Medicine

Dean Gallie  
Dr. E. S. Ryerson  
Dr. Duncan Graham  
Prof. V.E.Henderson

The Bursar was present as Secretary.

Your Committee considered the proposals outlined in  
the report of September 12th, 1941, from the Council of the Facul-  
ty of Medicine covering Student Finances. This report states that  
as a result of the war emergency demand for more doctors, not only  
in the Services but also in civilian life, the course in Medicine  
is being accelerated for all students from the II to the VI Years  
inclusive, the I Year being considered as a pre-medical year; and  
as a result students will graduate in five years instead of the  
former six.

This accelerated course will mean that a large number  
of students will be obliged to borrow in order to pay their Univer-  
sity and living expenses for the prolonged Session, one reason being  
that the holiday period, during which several of them earn money for  
their fees, will be shortened.

A questionnaire was sent out in an endeavour to ascer-  
tain how many would require funds and what amount would be needed,  
and the following summary of the replies shows that 156 out of 575  
students would need a loan, involving a total of \$41,690.00:-

Medical Students' Loan Fund (Cont'd)	<u>Year</u>	<u>Number of Students</u>	<u>Amount</u>
	Sixth	25	\$ 6,160.00
	Fifth	35	10,490.00
	Fourth	30	9,430.00
	Third	34	8,590.00
	Second	32	7,020.00
			<u>\$41,690.00</u>

After a careful discussion of the whole situation your Committee recommends that the Prime Minister of Ontario be approached in this matter with a request that the Province provide the necessary funds for these loans; and if the Province is not prepared to do this your Committee further recommends that an effort be made to have the Dominion Government consider the matter with a view to providing the required funds.

All of which is respectfully submitted.

October 2nd, 1941.

(Sgd) H.B. Anderson  
Chairman of Committee.

Professor  
Bott's  
return to  
England

The President informed the Board that arrangements were being made in connection with the return to England of Professor E. A. Bott, Head of the Department of Psychology, to assist in special work of the Royal Air Force.

*Indefed  
see B.*

The meeting adjourned at 6 p. m.

Minutes confirmed.

October 23<sup>rd</sup> 1941

*John Gibson*  
Vice-Chairman.

Minutes of the meeting of the Board of Governors held  
in the Board Room, Simcoe Hall, on Thursday, October 23rd, 1941, at  
4 p. m.

Present -

Dr. Gibson (in the Chair)  
The Chancellor  
The President  
Mr. Neilly  
Mr. Bryce  
Mr. Morrow

Mr. McCulloch  
Mr. LeBine  
Mr. Ross  
Mr. Duncan  
Hon. Dr. Bruce  
Dr. Anderson

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the  
Secretary reported that he had been informed on behalf of Hon. Dr. Kelly  
and Mr. Rogers that they would be unable to attend; and also stated that  
he had been requested by the Hon. Dr. McCarthy, who was passing through  
the City, to convey his best wishes to the members of the Board.

The minutes of the last meeting were read and confirmed.

The following appointments were made upon the recommend-  
ation of the President and the salaries were fixed at the amounts set op-  
posita the respective names:-

Appoint-  
ments

Faculty of Arts:

Zoology:

Miss E. Caesar

- Stenographer and Librarian from  
1 Nov., 1941 (vice Miss Phyllis  
Foreman, resigned) \$1,050 per an.

For the Session 1941-42

Health Service - Men:

Dr. C. D. Gossage

- Director of Medical Services for Men,  
3 mos. from 1 October @ \$5,000 per an.  
plus \$300 for travelling expenses.

Physical and Health Education:

Dr. H. deW. Ball

- Assistant in Anatomy \$250

Faculty of Medicine:

J. A. McCartar

- Fellow in Bio-Chemistry, 1 Nov. to  
30 June \$100 per mo.

H. J. Sullivan

- Assistant Resident Fellow in  
Surgery \$300

Appoint-  
ments  
(Cont'd)

<u>Faculty of Applied Science:</u>		
S. G. Farrar	- Demonstrator in Mining Engineering	\$1,200
Engineering Drawing:		
W. E. Lehman	) Demonstrators (part time)	350
H. R. Sumner		350
<u>Faculty of Dentistry:</u>		
A. F. Fenton	- Laboratory Technician in Periodon- tology	1,500
<u>Faculty of Household Science:</u>		
Miss M. B. McCall	- Clerical Assistant (part time) 1 Nov. to 30 June	\$50 per mo.
Food Chemistry:		
Miss E. J. Reed	- Demonstrator (cancelling previous appointment vide folio 173)	1,500
Miss M. Vanstone	- Assistant (part time)	\$75 additional
<u>School of Nursing:</u>		
<u>Lecturers:</u>		
W. K. Welsh	- Surgery	115
J. T. Phair	- Child Hygiene	40
C. E. Phillips	- Development of Modern Educational Thought	200
Dr. Norma Ford	- Biology	300
Trevor Owen	- Medicine	115
J. H. Elliott	- Medicine	40
Gordon Bates	- Medicine	20
Refresher Course on the Teaching of Home Nursing Classes:		
C. R. Myers	- \$30	Miss M. Dulmage 60
Refresher Course on Industrial Nursing:		
J. G. Cunningham	-	40
Miss Ruth M. Scott	- (plus travelling expenses)	50
<u>Department of University Extension and Publicity:</u>		
<u>Course in Occupational Therapy:</u>		
Miss E. Bowling	- Speech Correction - 5 lectures	50
R. G. Armour	- Neurology - 5 "	50
Norman Dean	- Workmen's Compensation Act	10
Stuart Thomson	- Orthopaedic Surgery - 4 lectures	40
J. G. Falconer	- Medical Conditions and Cardiac Diseases - 5 lectures	50
F. I. Lewis	- Surgical Conditions - 3 lectures	30
W. S. Keith	- Brain Surgery - 3 "	30
J. Wallace Graham	- Arthritis - 3 "	30
Jabez Elliott	- Tuberculosis - 3 "	30
Miss E. Jackes	- 9 clinics on Application of Occupa- tional Therapy for Medical and Surgical Conditions	90
Miss G. Brown	- 9 clinics on Application of Occupa- tional Therapy for Medical and Surgical Conditions	90
<u>Ontario College of Education:</u>		
N. Davies	- Lecturer in Methods in Agriculture	300
A. C. Lewis	- Instructor in Courses for degrees in Pedagogy	200

Appoint-  
ments to  
Council  
of School  
of Nurs-  
ing

The following were appointed to sit as representatives on the Council of the School of Nursing for the Session 1941-42:-		
From the Faculty of Arts:		From School of Hygiene:
Dr. Norma Ford	- Zoology	Dr. R. D. Defries
Professor E. A. Bott	- Psychology	Dr. D. T. Fraser
From the Faculty of Medicine:		Dr. F. H. Fraser
Dr. Alan Brown	- Paediatrics	
Dr. Duncan Graham	- Medicine	
Dr. E. S. Ryerson	- Surgery	From Faculty of Dentistry:
Dr. W. A. Scott	- Obstetrics	Dr. A. D. A. Mason
Dr. C. B. Farrar	- Psychiatry	
Dr. R. K. George	- Anatomy	From School of Social Work:
From Ontario College of Education:		Dr. S. K. Jaffary
Dr. C. E. Phillips		

Notice of  
motion re  
certain  
appoint-  
ments

The President gave notice that he would move at the next meeting for the appointment of the following persons:-

C. F. Comfort to be Assistant Professor in the Department of Fine Art from 1 July, 1941, without salary.

R. G. Anthes to be a Lecturer in the Department of Electrical Engineering for 1941-42 at a salary of \$2,400.

Other recommendations by the President were approved as follows:-

Resigna-  
tions

That the following resignations be accepted:-

From Miss D. M. Lindsley, Assistant in the Faculty of Household Science, as of 31 October, 1941.

From Miss Phyllis Foreman, Stenographer and Librarian in the Department of Zoology, effective 31 October, 1941, with payment to her of one-third (\$25) of the war bonus previously authorized and the balance to a substitute.

Leaves  
of ab-  
sence

That leave of absence be granted to -

Professor B. deF. Bayly of the Department of Electrical Engineering for the duration of the war as Dean Young states that he is undertaking certain duties of great importance.

Dr. M. C. Watson of the Department of Obstetrics and Gynaecology for the duration of the war; and that he be appointed Junior Demonstrator in the department for the Session 1941-42 without salary in order to ensure his re-appointment to the staff upon his return.

That the following transfers and additional appropriations be granted:-

Transfers  
in appro-  
priations

Transfers:

Geography:

From "Maintenance"	-	\$ 40
To "Apparatus and Equipment"	-	
<u>University Extension and Publicity:</u>		
From "Balance of salary appropriation for Miss V. E. Nicholl for October, November and December"	-	225
To "Extra Clerical Assistance"	-	

Additional-  
al appro-  
priations

Additional Appropriations:

Health Service - Men:

For "New Furnishings and Equipment, and alterations to the building at No. 43 St. George Street"	1,000
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Zoology:

To "Salaries - Demonstrators"	600
To "Furnishings, Fittings, Alterations, etc."	200

University Extension and Publicity:

To "Extra Clerical Assistance"	600
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Deferred  
payment of  
fees for  
war  
guests

That payment of fees for the course entitled "The World To-day" in the Evening Tutorial Classes of the Department of University Extension be deferred until after the war in the cases of the following war guests:-

Miss Ruth Myers, 57 Braemar Avenue - Fee of \$6.00  
Mrs. Liliane Cassen, 152 Madison Avenue - " " 6.00

Bursary  
award to  
T. A. M.  
Barnett

That a bursary award of \$60 be granted to Mr. T. A. M. Barnett to be applied in payment of his tuition fees in the School of Graduate Studies.

Confirma-  
tion of  
opening  
of No. 78  
Queen's  
Park

The Board confirmed the action of the President in giving permission for the opening of No. 78 Queen's Park ("Holwood") for the wedding reception following the marriage of Sir Ellsworth Flavelle's daughter on September 20th; the expenses in this connection, amounting to \$110.84, to be paid by Sir Ellsworth.

Leaside  
Engineer-  
ing Com-  
pany  
dividends

In connection with the shares of Leaside Engineering Company stock bequeathed to the University and to Augustana College and Theological Seminary of Rock Island, Illinois, under the Will of the late E. A. Wallberg, the Bursar reported that he had received an enquiry from the College as to why there should not ever be any distribution of dividends, etc. This enquiry was sent on to the Company and subsequently the Secretary wrote to the Bursar enclosing a copy of his reply to the College in which he explained that owing to the Foreign Exchange Control Board regulations no money of this nature could be sent out of the country. He also advised the Bursar that the dividends in securities held on behalf of the University could be realized at any time if so desired, and

Upon motion of Mr. Ross,  
Seconded by Mr. Morrow,  
It was Resolved -

That a request be forwarded to the Leaside Engineering Company Limited for the payment of any dividends earned by the Company on the shares of its stock held by the University.

Authority  
for Bursar  
to use  
balance  
of Miss  
Davidson's  
salary

The Bursar presented a letter of resignation from Miss Jean Davidson, a clerk in his office, to become effective November 15th; and authority was granted for the balance remaining in the appropriation for Miss Davidson's salary to be used for the payment of her successor.

Other communications were presented and dealt with as follows:-

Statutes  
of Senate

From the Registrar transmitting for approval Statutes of Senate -

- Numbers 1520 - Respecting certain amendments to the Calendar of the Faculty of Arts for the Session 1941-42
- 1521 - Respecting certain amendments to the Calendar of the Faculty of Applied Science and Engineering for the Session 1941-42
- 1522 - Respecting certain amendments to the Calendar of Admission Requirements and Scholarships for the Session 1941-42

which Statutes having been severally read were approved.

Toronto  
Conservatory of  
Music  
Board for  
1941-42

From the Secretary-Treasurer of the Toronto Conservatory of Music transmitting a copy of the Principal's Report for 1940-41 together with a memorandum of the Finance Committee in connection with the Auditor's Report, and advising of the nomination at the annual meeting held on October 15th of the following gentlemen as Governors of the Conservatory for the ensuing year:-

Colonel F. H. Deacon (Chairman)  
Mr. Floyd S. Chalmers (Vice-Chairman)  
Mr. H. H. Bishop  
Mr. R. A. Bryce  
Colonel R. Y. Eaton  
Colonel H. L. Edmonds  
Mr. Ivor Lewis

Honourable Vincent Massey  
Mr. F. R. MacKelcan  
Sir Ernest MacMillan  
Mr. R. O. McCulloch  
Mr. F. K. Morrow  
Mr. W. H. Plant  
Mr. Dana Porter

Loan to  
Conservatory re  
rebuilding  
of organs

Also from the Secretary-Treasurer of the Conservatory enclosing agreement with Casavant Frères for the rebuilding of three organs at a cost of \$5,463.00, and the Bursar stated that in accordance with the authority granted by the Board in February last a cheque had been issued to the Conservatory for this amount on the understanding that it would be repaid without interest in ten equal annual instalments.

Payment  
to Mrs.  
Peter  
Sandiford  
of salary  
of late  
husband

From Dean Althouse stating that in connection with the recent death of Professor Peter Sandiford he assumed that the policy approved by the Minister of Education in 1940 would be followed in this case, viz:

"that upon the death, during his term of employment, of a member of the instructional staff of the Ontario College of Education, the salary for the two months following the month in which he died shall be paid to the widow of the deceased"

and the Board approved of such payment to Mrs. Sandiford.

Compassionate allowance to family of late A. Evans, University Press

From the Manager of the University Press transmitting a recommendation of the Printing and Publications Committee for the payment of a compassionate allowance of \$75.00 to the family of the late Arthur Evans, a former employee of the composing room, as they are in straightened circumstances, and the Board approved of this payment being made.

Letters of appreciation from Lady Banting

From Lady Banting conveying sincere appreciation of the kind consideration shown to her in the granting of a pension, and also for the remission of tuition fees being allowed her while enrolled as a student in the Faculty of Medicine.

Confirmation of the renting of No. 86 Queen's Park to Dominion Government

From the Superintendent enclosing copy of a letter which he had received from the Assistant Deputy Minister of National Defence (Army), Ottawa, regarding the use of No. 86 Queen's Park by the Dominion Government, and

Upon motion of Mr. Bryce,  
Seconded by Mr. Morrow,  
It was Resolved -

That confirmation be and it is hereby given to the arrangements already made for the renting of the premises at No. 86 Queen's Park to the Dominion Government for the accommodation of the Canadian Women's Army Corps at \$100 per month for a definite period of six months, and monthly thereafter for as long as required by the Crown; the Government to be responsible for all charges, including landlord repairs, heat, light, gas, cleaning, water, and the care of the grounds, etc.

As the University does not pay taxes on this property at the present time, it is further understood that should taxes be levied the Government will re-imburse the University for the amount of such taxes.

Dr. Wm. T. Aikins picture to hang in Medical building

From the Royal Trust Company, Executors of the Estate of the late Miss Louisa A. Aikins, forwarding the picture of the late Dr. W. T. Aikins which was bequeathed to the University under Miss Aikins' Will. It was decided that the picture should be hung in a suitable location in the Medical building, and upon the suggestion of the Chancellor that a message of appreciation be conveyed to the family.

Letter from University of Pennsylvania re Dr. Bazett

From Dr. A. N. Richards, Vice-President in charge of Medical Affairs, University of Pennsylvania, stating that the Executive Committee of the Board of Trustees of that University had passed a reso-

Letter  
from Univ-  
ersity of  
Pennsyl-  
vania re  
Dr. Bazett

lution to extend leave of absence to Professor H. C. Bazett to June 30, 1942, in order that his work at the University of Toronto in the field of aviation medicine could be continued; and the Governors were pleased to learn of this co-operation.

Letter  
ra James  
McCormack  
from Mr.  
Arthur G.  
Slaght

From Mr. Arthur G. Slaght, K.C., writing in connection with a possible increase in salary for James McCormack, caretaker of the Economics building, as his obligations were heavy on account of illness, and stating that he had known McCormack for a long time and found him to be a man of sterling character. After discussing the matter the Secretary was directed to inform Mr. Slaght that while appreciating the circumstances of the case they felt that they could not do anything at the present time, but that consideration was being given to a cost-of-living bonus to the members of the staff which if adopted would prove of considerable assistance to McCormack.

Special  
Committee  
re Cost-  
of-Living  
Bonus

For the purpose of considering the cost-of-living bonus, it was decided, upon motion of Mr. Ross, seconded by Mr. Neilly, that a Special Committee be appointed, the members of which should be named by the Chairman of the Board after reviewing the present Standing Committees.

Donations -

The following donations were reported and were accepted with thanks and appreciation:-

National Research Council:

\$1,540.00 as a further grant from the War Technical and Scientific Development Committee for Project C-1000-27 under Dr. A. R. Gordon, Chemistry.  
347.75 to be used in payment of expenses incurred in the Investigation of food relations of small fish under Fish Culture research by Professor R. R. Langford, Zoology.  
240.00 as an accountable advance for Project C-1000-21 under Dr. Leslie Young, Bio-Chemistry.

Sub-Committee on Naval Research:

\$1,200.00 for research by Dr. C. H. Bast on Auditory Acuity, Auditory Fatigue and Frequency Discrimination in Naval Personnel, Project N.M.-4.  
800.00 for research on Nutrition Survey of Naval Personnel, Project N.M.-5 under Dr. C. H. Bast

Miscellaneous:

\$ 500.00 from Mr. A. G. Northway to cover the award of the John Northway Memorial Fellowship in Psychology for 1941-42.  
500.00 from Imperial Oil Limited in payment of Graduate Fellowship for 1941-42.  
300.00 from the U.S. Air Corps, Wright Field, Dayton, Ohio, in payment of one confidential unit supplied by Dr. W. R. Franks, Banting & Best Department of Medical Research.  
30.00 from Mr. Geo. W. Stoddart which he had collected from certain graduates for the 1941-42 award of the Graduates' Scholarship in Law.



Mrs. D.A.  
Dunlap's  
donation  
to depart-  
ment of  
Psychology  
re Miss  
Salter's  
research

The President presented a letter from Professor E. A. Bott informing him that Mrs. D. A. Dunlap had kindly agreed to make a special contribution, beginning with the Session 1942-43, of \$500 a year for three years in support of the research which Miss M. D. Salter has been conducting on the selection and adjustment of students entering the Faculty of Medicine. This further generous donation on Mrs. Dunlap's part was accepted with grateful thanks by the Board and the Secretary was directed to express to her not only their appreciation but also the appreciation of the staff of the Department of Psychology for her thoughtfulness and interest in the work of that department.

St. Margar-  
et's College  
Alumnae  
Association  
Scholar-  
ship in  
University  
College

A letter was presented by the Bursar from Mrs. Edward Rolph, Scholarship Convener of St. Margaret's College Alumnae Association, transmitting \$1,000 in Dominion of Canada Bonds which, in accordance with the wishes of the Association as set out below, is to be applied to the St. Margaret's College Alumnae Association Scholarship in University College:-

"It is the desire of the Association to discontinue, beginning with 1942-43, the \$75.00 paid annually for the St. Margaret's College Alumnae Association Scholarship in the School of Social Work, and to apply the Dominion of Canada Bond for \$600.00, which is now held for the St. Margaret's College Alumnae Association Prize, to the \$1,000.00 mentioned above, to constitute the endowment of \$1,600.00 for the St. Margaret's College Alumnae Association Scholarship.

It is suggested that this scholarship be awarded to a student of University College proposing to enrol in the School of Social Work, and that the academic standing and financial conditions of the applicant be taken into consideration, application to be made to the Registrar of University College on or before March 1st."

Upon motion of Hon. Dr. Bruce this donation was accepted with grateful thanks and with an expression of appreciation to the Association for its continued generosity.

Mr. F. K.  
Morrow's  
donation  
towards  
Chair of  
Organic  
Chemistry  
Research

The Bursar also reported the receipt from Mr. F. K. Morrow of a further cheque for \$5,000.00 as a donation towards the Chair of Research in Organic Chemistry under Dr. H. O. L. Fischer, and special reference was made by the members to Mr. Morrow's continued generosity, for which their sincere thanks was expressed.



Finance  
Committee  
Report

Report No. 141 of the Finance Committee was read as

follows:-

The Finance Committee begs to report to the Board of Governors:-

University  
Press Es-  
timates and  
Financial  
Statement

1. Your Committee has considered the Financial Statement and Auditor's Report of the University of Toronto Press for the year ended 30 June, 1941, together with the Estimates of the Press for 1941-42, and recommends the same for the approval of the Board.

Funds on  
hand for  
investment,  
including  
Banting  
Research  
Foundation

2. The Bursar having reported that there was on hand for investment approximately \$100,000.00 together with approximately \$54,500.00 of the funds of the Banting Research Foundation, your Committee recommends that approximately \$150,000.00 be invested in bonds of about 10 years' maturity directly issued or guaranteed by the Dominion of Canada or the Province of Ontario, with a minimum premium, and that the details for the completion of the purchase of such bonds be left with the Chairman of the Finance Committee and the Bursar.

Promised  
payment by  
Government  
re Univer-  
sity's fin-  
ances

3. Your Committee has taken up for consideration the question of the shortage in the University funds which was discussed at the conference in June last when a deputation from the Board waited upon the Prime Minister and other members of the Government. At that time Mr. Hepburn admitted the Government's responsibility for the existing situation in the University's finances, and your Committee begs to recommend therefore that a written request be now forwarded to the Government for consideration of this matter at an early date, in the expectation that the University will receive payment in this connection.

Considera-  
tion of  
plan to  
effect sav-  
ing on sal-  
aries of  
those on  
war leave

4. With a view to effecting as large a saving as possible in the salary appropriations of those members of the staff who have been granted leave of absence for the duration of the war without salary, your Committee has considered a memorandum prepared by the Bursar listing the number of men on war leave and the manner in which they have been temporarily replaced. Your Committee proposes to study this matter further and will report later.

All of which is respectfully submitted.

(Sgd) Geo. H. Ross  
Chairman.

21st October, 1941.

Upon motion of Mr. Ross, seconded by Mr. Morrow, the report was approved, and in connection with Clause 3 it was decided that the following letter should be signed by the Chairman of the Board and forwarded to the Prime Minister at once:-

Letter to  
Prime Min-  
ister ap-  
plying for  
funds

"The Honourable Mitchell F. Hepburn,  
Prime Minister of Ontario,  
Parliament Buildings,  
Toronto, 5.

Honourable Sir:-

Referring to the conference held in June last when a deputation from the Board of Governors of the University waited upon you, together with the Honourable H. C. Nixon, Provincial Secretary and Acting Minister of Education, and Mr. C. S. Walters, Deputy Provincial Treasurer and Controller of Finances, an assurance was given by you at that time that the Government would provide the University with the amount which was necessary to complete the payments to the University which had been approved by the Government annually in the University Estimates, and which at 30th June, 1941, amounted to \$616,940.54.

Letter to  
Prime Min-  
ister  
(Cont'd)

I therefore have the honour now to request that  
in view of the University's financial position this matter be  
given consideration at an early date.

I have the honour to be,

Sir,

Your obedient servant,

(Sgd) D. Bruce Macdonald  
Chairman of the Board"

Employ-  
ment of  
married  
women

In 1931 the Board adopted a ruling that it was not  
desirable to employ married women on the staff of the University un-  
less such persons were required to earn money for the support of their  
families; but in view of the present situation created by the war and  
the difficulty experienced in obtaining assistance, it was decided at  
to-day's meeting to grant permission for the employment of married  
women wherever it was thought necessary.

Hart House  
Finance  
Committee

Mr. Robert A. Bryce was appointed to the Finance Com-  
mittee of Hart House as a representative of the Board of Governors.

*Indefad  
m.B.*

The meeting adjourned at 5:30 p. m.

Minutes confirmed.

*Nov. 12, 1941*

*[Signature]*  
Chairman

Minutes of the meeting of the Board of Governors held  
in the Board Room, Simcoe Hall, on Thursday, November 13th, 1941, at  
4 p. m.

Present -

The Chairman (Dr. Macdonald)  
The Vice-Chairman  
The Chancellor  
The President  
Mr. Neilly

Mr. Morrow  
Mr. Ross  
Mr. Osler  
Dr. Anderson  
Hon. Dr. Kelly

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the  
Secretary reported that he had been informed on behalf of the following  
members that they would be unable to attend:-

Mr. LaBine  
Mr. Rogers  
Mr. Duncan

The minutes of the last meeting were read and confirmed.

Arising out of the minutes the following matters were  
reported:-

Special  
Committee  
re Cost-  
of-living  
bonus

The Chairman stated that in accordance with the instructions of  
the Board he had formed the following Special Committee to consider a  
cost-of-living bonus at the University:-

The Chairman of the Board  
The President  
Dr. Gibson

Mr. Ross  
Mr. Osler  
Mr. LaBine (Chairman)

Invest-  
ments

Following the authority given to the Chairman of the Finance Com-  
mittee and the Bursar to complete the investment of funds reported at the  
last meeting, the Bursar stated that the securities as set out below had  
been purchased:-

Mills, Spence & Company:  
\$100,000 Province of Ontario 3% Bonds, due 1 December, 1951,  
@ 99-1/8 to yield 3.10%

Wood, Gundy & Company:  
\$ 50,000 Canadian National Railway 3% Bonds (Guaranteed by  
Dominion of Canada) due 1 Febru-  
ary, 1948-1952, @ 99-1/8 to yield  
3.10%.

Letter of  
thanks  
from Mrs.  
Sandiford

The Bursar presented a letter from Mrs. Sandiford expressing thanks for the consideration shown in the payment to her of two months' salary of her late husband, Professor Peter Sandiford.

Death of  
Professor  
H. A.  
McTaggart

The President reported the unfortunate death on 12th November of Professor H. A. McTaggart, a valued member of the staff of the Department of Physics since the Session 1907-08.

Appoint-  
ments

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

From 1 November, 1941

Faculty of Dentistry:

W. H. Piersol - Professor of Histology - without salary.  
Ontario College of Education:  
J. A. Long - Director, Department of Educational Research \$4,500.  
per an.

For the Session 1941-42

Athletics and Physical Training - Men:

M. G. Griffiths - Assistant Director - no additional salary

Athletics and Physical Education - Women:

Miss K. McMurrich - Special Lecturer, Anatomy and Kinesiology \$ 150  
D. Y. Solandt - Special Lecturer, Physiology of Exercise 150

Health Service - Men:

C. D. Gossage - Director of Medical Services, from 10 Oct. to 10 Jan. @ rate of \$5,365 per an. with \$600 travelling expenses and \$50 allowance for National Defence Tax (cancelling previous appointment vide folio 251)  
- Consultant Surgeon \$ 200  
R. H. Thomas - 27 Oct. to 20 May \$150 per mo.  
Staff Physicians: ) 150 " "  
E. S. Jeffrey )  
K. E. Ferrie ) 20 Oct. to 20 May 150 " "  
H. A. Burnett ) 150 " "  
F. V. Van Snell )

Examining Physicians (Athletics):

V. F. Stock - Michaelmas Term \$150  
A. H. Squires ) 100  
E. S. Jeffrey ) Michaelmas Term 100  
T. A. Crowther ) 100  
J. M. Thomas - Clerical Assistant, 15 Sept. to 30 June (cancelling previous appointment vide folio 203) \$150 per mo.

Health Service - Women:

Mrs. Nora Pim - Clerical Assistant (part time) for December \$25

Appoint-  
ments  
(Cont'd)

Faculty of Arts:

W. A. E. McBryde

- Assistant in Chemistry - additional salary  
(vide folio 170) \$506.80

Miss A. M. Wright

- Reader in History \$250

Mrs. M. Scarth

- Instructor in Italian & Spanish 400

Psychology:

K. S. Bernhardt

- Assistant Professor (additional \$200)

Miss M. L. Northway

) Lecturers (cancelling previous \$1,200

Miss M. D. Salter

) appointments vide folio 171) 1,300

E. S. W. Belyea

- Instructor (cancelling previous  
appointment vide folio 171) 1,200

Readers:

R. J. R. Bell

- \$200 Miss F. M. Hill - \$200

J. C. Jaynes

- 200 J. C. Sawatzky - 200

K. H. Rogers

- Special Lecturer 200

Mrs. W. Mussen

- Clerical Assistant - additional salary  
(vide folio 171) 100

C. Marshman

- Class Assistant - additional salary  
(vide folio 171) 350

Zoology:

Miss M. Marriott

- Secretarial Assistant, 1 Nov. to 30  
June \$80 per mo.

Assistants:

Mrs. E. C. Black

) 100

F. H. Glenny

) 1 Dec. to 31 May 225

Miss A. M. Ironside

) 200

R. R. Langford

- Lecturer - additional salary (vide  
folio 201) 600

Faculty of Medicine:

Miss M. Drummond

- Assistant Artist, Art Service, 1 Nov.  
to 30 June \$45 per mo.

Faculty of Applied Science and Engineering:

Chemical Engineering:

Mrs. H. Hampson

- Demonstrator (additional salary for  
January to April - vide folio 232) \$300

G. L. Milligan

- Demonstrator, 10 Nov. to 28 March 520

W. H. M. Laughlin

- Demonstrator, Civil Engineering:  
Municipal and Structural (Michael-  
mas Term - part time) 100

Faculty of Household Science:

Miss M. Foster

- Assistant, Household Science, 1 Nov.  
to 31 May \$100 per mo.

School of Nursing:

Lecturers, Extension Course on Hospital Administration:

Harvey Agnew

- \$50

Clayton Smith

- 50

Malcolm T. MacEachern

- (plus travelling expenses) 50

Shaw Business Schools-

\$36.50

School of Social Work:

Special Lecturers:

Miss M. Bell

- \$75 M. M. Cohn \$75

H. Cruikshank

- 75 Miss M. Fleming \$37.50

B. W. Heise

- 37.50 Miss N. Lea 150.00

R. E. Mills

- 75 Miss C. E. Whitton 50.00

Miss B. Carver

- 50 Dr. M. K. Strong 150.00

Part-time Assistants in Case Work:

Miss B. Gemmell

- 300 Miss D. Hobden 350.00

Department of University Extension and Publicity:

Instructors: Certificate Course in Business:

H. A. Innis

- Economics I \$220

F. R. Crocombe

- Accounting II 220

F. C. Auld

- Mercantile Law I 220

Moffat Hancock

- Mercantile Law II 220

F. H. Buck

- Accounting I 220

Course in Aerial Navigation:

Basil Ferrari

- Instructor - additional salary from  
1 Nov. (vide folio 241) \$160 per mo.



Appoint-  
ments  
(Cont'd)

Ontario College of Education:

Miss D. Whiting - Clerical Assistant, Educational Research,  
1 Nov. to 30 June. \$75 per mo.  
R. W. B. Jackson - Lecturer, Educational Research, addition-  
al salary (vide folio 192, Minute Book  
No. 1) \$200

Special Research:

Medical Research - Best:

D. G. Gemeroy - Research Assistant, Physiology, 1  
Oct. to 31 Dec. \$100 per mo.

Connaught Laboratories:

R. C. Parker - Research Associate for one year from  
1 Nov. (paid by Laboratories) \$3,500

Appoint-  
ments to  
Council  
of Facul-  
ty of  
Household  
Science

The following were appointed to sit as representatives on the  
Council of the Faculty of Household Science for the Session 1941-42:-

From the Faculty of Arts:

Dr. J. Gertrude Wright - Botany  
Prof. W. S. Funnell - Chemistry  
Prof. H. J. C. Ireton - Physics  
Dr. Norma H. C. Ford - Zoology

From the Faculty of Medicine:

Prof. A. M. Wynne - Bio-Chemistry  
Dr. Frieda H. Fraser - Hygiene  
Prof. E. T. Waters - Physiology

Confirma-  
tion of  
appoint-  
ments

In accordance with notice previously given, the Pre-  
sident moved for the appointment of the following persons, and the same  
were approved by the Board:-

C. F. Comfort to be Assistant Professor in the Department of Fine  
Art from 1 July, 1941, without salary.

R. G. Anthes to be a Lecturer in the Department of Electrical  
Engineering for 1941-42 at a salary of \$2,400.

Other recommendations by the President were approved  
as follows:-

Leaves of  
absence

That leave of absence be granted to -

Professor A. F. W. Plumptre of the Department of Political Economy,  
as from 1 January, 1942, for the duration of the war, in order to accept  
an appointment to the War Time Prices and Trade Board as liaison officer  
at Washington.

Professor W. E. Blatz, Director of the Institute of Child Study, for  
three months from November 17, 1941, in order to visit England, at the  
request of the British Ministry of Health, to advise on the contributions  
which Canadians might make to the care of evacuated children in the rural  
areas.

Professor S. K. Jaffary, Director of the School of Social Work, for  
a period of approximately six weeks from November 10, 1941, with salary,  
as he has also been requested by the British Ministry of Health to visit  
England and examine the system of child evacuation in use there.

Budget re  
Health  
Service  
for Men  
1941-42

That the following budget be passed for the Department of  
Health Service - Men for 1941-42 in connection with the administration  
of that department by Dr. Gossage:-

Salaries	-	\$12,300	(of which \$1,550 already approved)
Supplies and Equipment	-	700	
New Furnishings and Equipment, 43 St. George Street	-	2,000	(of which \$1,000 already approved)
		<u>\$15,000</u>	

That the following transfer and additional appropriations be  
granted:-

Transfer  
in appro-  
priations

Transfer:

Art Service - Faculty of Medicine:

From "Salary for Assistant"

To "Supplies" - \$125

"Part-time Assistance" - 805

- \$930

Additional  
al appro-  
priations

Additional appropriations:

Health Service - Women:

To provide for an increase in the salary of Dr.

Frances Stewart (vide folio 222)

- \$275

To pay fees for consultations

- \$200

University Extension and Publicity:

For "Certificate Course in Business"

- \$200

University  
Extension  
Courses

That the following courses be held in the Department of Univer-  
sity Extension and Publicity under the conditions outlined:-

Course on Accident Prevention:

That the fee be \$5.00 for each student but that if five members  
of the same firm enrol for the course the fee be \$3.00 each.

Course in Real Estate:

That a Course in Real Estate be held again this year on November  
19, 20 and 21, and that the fee be \$5.00 per student, but that  
if two enrol from the same firm the fee be \$7.00 for the two  
of them.

Course for Fire Chiefs and Firemen:

That the fee for this course, to be held from November 19 to 22  
inclusive, be \$5.00 per student, and that members of His Majesty's  
Forces in uniform be admitted without payment of fee.

Course in Industrial Chemistry and Industrial Physics:

For the employees of Lever Brothers Limited and Canada Packers  
Limited, who will pay the whole cost of the course, each firm  
paying half; Professors E. A. Smith and K. B. Jackson to be the  
Instructors, each receiving \$500 of the total cost of \$1,500.,  
the remainder to be used for caretaker's services and other  
incidental expenses.

Leave of  
absence  
to Prof.  
Bott and  
Prof. Myers

The Board confirmed the following arrangements already  
made for leaves of absence as reported by the President:-

To Professors E. A. Bott and C. R. Myers of the Department of  
Psychology for one year from 31 October, 1941, in compliance with a re-  
quest from the United Kingdom Air Liaison Mission to do specific service

Leave of absence to Prof. Bott and Prof. Myers (Cont'd)

for the Royal Air Force in England as civilians, compensation to be paid to them by the Government (through the University) on the following annual basis:-

Professor E. A. Bott:

Equivalent of University salary	-	\$ 5,000
Average additional income received from the Department of University Extension and Publicity	-	250
		<u>\$ 5,250</u>

Professor C. R. Myers:

Equivalent of University salary	-	\$ 2,300
Average additional income received from the Department of University Extension and Publicity	-	250
Equivalent of amount received from the Provincial Department of Health	-	2,000
		<u>\$ 4,550</u>

In this connection the President presented letters from the High Commissioner for the United Kingdom, Ottawa, and from the Head of the United Kingdom Air Liaison Mission expressing thanks for the generous manner in which the Air Ministry's request for these two professors had been granted.

Additional appropriation in Department of Italian & Spanish

The President also presented a letter from Professor M. A. Buchanan together with statistics showing a large increase in attendance in Spanish classes, and requesting additional funds to provide for an extra instructor, and

Upon motion of Dr. Gibson,  
Seconded by Mr. Morrow,  
It was Resolved -

That the sum of \$400 be voted to the salary appropriations of the Department of Italian and Spanish to provide for the appointment of Mrs. M. Scarth (vide folio 263) as recommended by the President.

Registration of students, 1941-42

The President reported that the complete registration of students at the University for 1941-42 showed a total of 7,147, an increase of 75 over the Session 1940-41.

Department of Educational Research

In connection with the operation of the Special Account of the Department of Educational Research at the Ontario College of Education, consideration of which was deferred by the Board in September, 1940, for another year after the Bursar had reported that this fund was being operated by Professor Sandiford and not by the Bursar's Office, as was the case with practically all other University funds,

Department of  
Educational  
Research  
(Cont'd)

the President presented a letter from Dean Althouse transmitting certain proposed adjustments in the handling of this account which he had prepared, following the suggestion of the Bursar, after the death of Professor Sandiford, and approval was given to these recommendations as follows:-

(1) That the bulk of the funds at present in this account be transferred from the Bank of Nova Scotia to the keeping of the Bursar of the University of Toronto, to be kept by him for the use of the Department of Educational Research.

(2) That the account in the name of the Department of Educational Research in the Bank of Nova Scotia be kept open for the depositing of funds received, and that transfers take place quarterly to the main fund in the Bursar's hands, a small balance always being left in the bank to keep the account open.

(3) That the name of J. G. Althouse stand in place of Dr. Sandiford's for the signing of the cheques necessary for the above-mentioned transfers, any two of the following signatures to be accepted on these cheques: J. G. Althouse, J. A. Long, K. M. Hobday.

(4) That the funds transferred from the special account of the Department of Educational Research be pooled by the Bursar with the Department's balances of Carnegie grants to Educational Research, the combined fund to be known as the Carnegie Educational Research Fund.

(5) That it be understood that this fund is to be at the ready disposal of the Department of Educational Research for the uses which the separate funds have previously served. In the past the expenditures of these funds have been for printing tests and bulletins, paying salaries of occasional assistants employed for scoring tests under construction, additions to the Department's library, and other expenses of a similar sort.

Requests  
regret-  
fully  
declined -

After carefully considering the following matters, reviewed by the President, the Board regretfully declined to approve of the same:-

Loan to  
Co-oper-  
ative  
Residences

A recommendation from the Finance Committee of the Students' Administrative Council to make a loan of \$500 to the Co-operative Residences from the surplus funds of the Council in order to help finance the expansion of the Residences, which the Council felt had done much to eliminate the housing shortage about the University.

Offer of  
award in  
Political  
Economy

An offer of the Ontario Paper Company (through A. McKim Limited) of an award in the Department of Political Economy for an essay on some phase of the paper industry.

Applica-  
tion for  
bursary

Consideration in the way of a bursary to be applied towards the fees of Emil Fackenheim, who is at present in a refugee camp but who Dean Brett stated could obtain release if he were accepted as a graduate student.

Considera-  
tion re  
fees of  
F.E.Hill  
on active  
service

Consideration in connection with the fees of F. E. Hill, which he is unable to pay at the present time, and who was recommended by a Committee of the Council of the Faculty of Arts for standing in the IV Year and to be admitted to the degree of Bachelor of Commerce on account of active service, the Board deciding that the fees must be paid before the degree is given.

Display of  
medals of  
Sir Freder-  
ick Banting

A request to have the medals of the late Sir Frederick Banting sent to Rochester for display in connection with a dedication ceremony at the University of Rochester to honour 26 leading North American scientists, including Sir Frederick, who have made fundamental contributions to Medicine.

Other communications were presented and dealt with

as follows:-

Request  
from  
Wycliffe  
College  
re reduc-  
tion in  
ground  
rent

From Dr. Ramsay Armitage, Principal of Wycliffe College, re-  
questing a reduction in the annual ground rent of \$900 now being paid  
to the University so that henceforth it would be nominal at one dollar  
a year. This matter was referred to the Property Committee for con-  
sideration and report.

Appoint-  
ment of  
Prof. H.  
H. Madill  
on Onta-  
rio Asso-  
ciation  
of Archi-  
tects'  
Board

From the Secretary of the Ontario Association of Architects  
stating that the term of office of the present appointee of the Uni-  
versity on the Registration Board of the Association expires on 1 Jan-  
uary, 1942, and upon the recommendation of the President Professor H.  
H. Madill was re-appointed for a further period of three years from the  
above date.

Financial  
assistance  
re Mr.  
Gordon  
Stranks,  
1 Year  
Medicine

From Rev. Andrew Thomson of Cheeloo University, Tsinan Shantung,  
China, and from Mr. James C. Duncan, in connection with Mr. Gordon  
Stranks, who was born in China and who is now enrolled in the First Year  
of the Faculty of Medicine at the University of Toronto. Mr. Stranks  
was forced to borrow the money to pay his tuition fees for 1941-42 and  
representations have been made for the award of a bursary to enable him  
to finance his course. In addition there will be the matter of living  
expenses, and the President reported that Mr. W. H. Danforth, Chairman  
of the Board of Directors of the Ralston Purina Company of St. Louis,  
Mo., had offered, through his Toronto agent, Mr. R. A. Elair, to provide  
the necessary funds for such living expenses. After considering the  
case Mr. Morrow kindly offered to communicate with Mr. Danforth in this  
connection, and the Bursar was instructed to prepare a statement of es-  
timated expenses covering the whole course in Medicine.

Salary in-  
creases  
for Mr.  
Gilley  
and Mr.  
Cowan,  
Hart  
House

From Dr. V. E. Henderson as Chairman of the Finance Committee  
of Hart House, together with a letter from Mr. Robert A. Bryce, con-  
curring in a resolution passed by the Committee for an increase in the  
salaries of Mr. J. R. Gilley, Acting Warden and Comptroller, and Mr.  
W. R. Cowan, Assistant Comptroller, on account of the extra work  
assumed by them during the absence of the Warden and the presence of  
the Air Force, and approval was given to the proposed increases as  
follows, to date from 1 November, 1941, on the understanding that the  
additional expense will be met from the funds of Hart House:-



Hart  
House  
sala-  
ries  
(Cont'd)

Mr. J. R. Gilley, Comptroller - an increase of \$200 per annum,  
making his salary \$4,800.00.  
Mr. W. R. Cowan, Assistant Comptroller - an increase of \$400 per annum,  
making his salary \$4,200.00.

Arrange-  
ments  
result-  
ing from  
restrict-  
ing of  
registra-  
tion in  
Chemical  
Engineer-  
ing

From Dean C. R. Young stating that very satisfactory arrange-  
ments had been made following the decision to restrict the registra-  
tion in the First Year of Chemical Engineering to 105 students owing to  
the lack of sufficient accommodation, etc., and stating that the remain-  
ing 29 who had registered for this course had transferred to other de-  
partments within the Faculty of Applied Science and Engineering.

St. Law-  
rence Cor-  
poration  
General  
Meeting

From the Secretary of the St. Lawrence Corporation Limited  
transmitting forms of proxy for a Special General Meeting of share-  
holders of the Corporation and of their subsidiary Company, the Bromp-  
ton Pulp and Paper Company, to consider the acquisition by the latter  
company of the Lake Sulphite Pulp Company; and the Chairmen informed  
the Board that these forms had not been signed, as the meeting had al-  
ready been held.

Donations

The following donations were reported and were ac-  
cepted with thanks and appreciation:-

\$5,100.00 from the Department of National Defence, Naval Service,  
in payment of one-half of the tuition fees of 68  
ratings at \$150 per student in Navy Technical Class  
No. 3.  
5,000.00 representing Dr. Sigmund Samuel's gift in connection  
with Chinese Studies as follows:-  
\$1,000 to cover cost of publication by Bishop White  
of "The History of the Jews in China";  
4,000 in Province of New Brunswick Debentures to  
constitute the endowment of a Scholarship  
in Chinese Studies.  
1,500.00 from the University of Toronto Engineering Society to  
be added to the Engineering Society Loan Fund to aid  
undergraduates of the Faculty of Applied Science;  
this further donation being accepted on condition  
that if in the future the finances of the Society  
should require the use of the money, the Society can  
appeal to the Board for its return.  
1,200.00 from the National Research Council (Sub-Committee on  
Naval Research) for Project N.M. 9 in connection with  
Dr. Best's researches on the Etiology of Seasickness.  
250.00 from Mr. Robert A. Bryce in payment of the U.T.S. En-  
gineering Scholarship for 1941-42.  
125.00 from Mr. Percy Hermant to cover the first instalment of  
the Percy Hermant Scholarship for 1941-42.  
100.00 from Mr. G. L. P. Grant-Suttie as a gift to the Depart-  
ment of Geography to permit of the purchase of an  
Epidiascope.  
100.00 to cover the award of the Delta Phi Epsilon Bursary for  
1941-42.  
75.00 representing a further donation towards research work  
in Geophysics from Mr. A. L. Washburn, New Haven, Conn.  
25.00 from the International Accountants' and Executives'  
Corporation to cover their Bursary for the current  
Session.

H.R. Bain  
Scholar-  
ship de-  
ferred

The President presented a letter from Mr. H. R. Bain stating that due to the very unsettled conditions existing at the present time and the terrifically heavy taxes, he would like to defer his contribution of a scholarship until conditions are clearer.

Connaught  
Labora-  
tories  
Committee  
author-  
ized to  
make sal-  
ary ad-  
justments

In the Annual Report of the Connaught Laboratories Committee for the year ended 31 March, 1941, which was approved by the Board at its meeting held on 26 June last, reference was made to the Committee giving consideration to the rate of compensation paid to those in responsible charge of the Laboratories' activities, and

It was moved by Mr. Morrow,  
Seconded by Mr. Ross,  
And Resolved -

That the Connaught Laboratories Committee now be authorized and instructed to make whatever adjustments they may deem necessary in the salaries of the staff of the Laboratories for the current year 1941-42.

Invitation  
of Mr. B.  
Neilly to  
dinner, and  
of Con-  
naught Lab-  
oratories  
Committee  
to visit  
Laborator-  
ias

Mr. Balmer Neilly extended an invitation to the members of the Board to a dinner at the York Club following the Board meeting on November 27th, and stated that the Connaught Laboratories Committee would like the party to visit the Laboratories afterwards to inspect the work in progress there, and this kind invitation was much appreciated.

Bursar au-  
thorized  
to make  
salary  
adjust-  
ments

In view of resignations due to the war situation, the Bursar was authorized to make re-adjustments in the salaries of certain members of the staff of his office, any such revisions to be kept within the funds provided in the Estimates.

Current  
Expendi-  
ture

The Bursar presented his statement, certified by the Auditor, of the expenditure made by him from the Accountable Warrant authorized on October 9, 1941, and the same was laid on the table. Also his Estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the balance of the month of November and the first part of the month of December. Ordered that an Accountable Warrant for Three Hundred and Twenty-five Thousand Dollars (\$325,000) be issued to the Bursar.

Remunera-  
tion of  
University  
Carillon-  
neur

The President informed the Board that Mr. J. Leland Richardson felt that he should receive more remuneration in connection with his duties as University Carillonneur, but before coming to any decision in this matter the Board requested the President to obtain more details for their information.

Date of  
Finance  
Committee  
Meeting

It was decided to call a meeting of the Finance Committee for Monday, November 17, at 4 p.m. in the Board Room, to consider the University's Annual Report for 1940-41, which the Bursar reported as being completed.

Curtail-  
ment of  
routine  
of Board  
meetings

In an effort to curtail the amount of detail in connection with the routine of the Board meetings, approval was given for the appointment of a Special Committee, consisting of the Chairman, the Vice-Chairman and the President, to consider this matter.

*Indefinite  
W.B.*

The meeting adjourned at 5:30 p. m.

Minutes confirmed.

*Nov 27<sup>th</sup> 1941*

*[Signature]*  
Chairman.



Minutes of the meeting of the Board of Governors  
held in the Board Room, Simcoe Hall, on Thursday, November 27th, 1941,  
at 4 p. m.

Present -

The Chairman (Dr. Macdonald)  
The Chancellor  
The President  
Mr. Bryce  
Mr. Neilly

Mr. LaBine  
Mr. Ross  
Hon. Dr. Ferguson  
Hon. Dr. Bruce

The Bursar was present as Secretary.

Before proceeding with the business of the meeting  
the Secretary reported that he had been informed on behalf of the follow-  
ing members that they would be unable to attend:-

Mr. Osler  
Dr. Gibson  
Mr. McCullagh  
Chief Justice Rose  
Mr. Morrow

Mr. McCulloch  
Dr. Anderson  
Hon. Dr. Kelly  
Mr. Young  
Mr. Duncan  
Mr. Rogers

Resolu-  
tions re  
the late  
Hon. N. W.  
Rowell and  
Rt. Hon.  
Ernest  
Lapointe

The following resolutions were passed in connection  
with the late Hon. N. W. Rowell and the late Rt. Hon. Ernest Lapointe:-

It was moved by the Rt. Hon. Sir William Mulock, K.C.M.G., LL.D.,  
Seconded by Robert A. Bryce, Esq.,  
And Resolved -

That the Board of Governors record its deep appreciation of the services rendered to this University by the late Honourable Newton Wesley Rowell, K.C., LL.D., for many years a member of this Board and of the Board of Regents of Victoria University. He was a lawyer of the first rank, and crowned his career as a jurist by filling with universal acceptance the high post of Chief Justice of Ontario; as a wise financier, he was chosen as President of the Toronto General Trusts Corporation; as a statesman he always sought to place first the interests and welfare of his country and to emphasize the value of religion in national life. He believed firmly in the beneficent mission of the British Empire, membership in which he deemed not to be inconsistent with staunchest loyalty to Canada. He was a strong advocate of the ideal which its founders aimed, however imperfectly, to realize in the League of Nations. To his political creed he brought a fine moral fervor; to his studies of contemporary politics he brought a thorough knowledge of international affairs. In spite of precarious health he undertook the Chairmanship of the Royal Commission on Dominion-Provincial Relations; his physical strength broke under the strain of this task. Austere and dignified in life, of scrupulous personal integrity, of keen intellectual powers, loyal to his convictions, he lived a life of unrelenting toil in the service of his generation.

To his bereaved family the members of this Board offer their heartfelt sympathy.



Resolution re  
the late  
Rt. Hon.  
Ernest  
Lapointe

It was moved by the Hon. Dr. Herbert A. Bruce,  
Seconded by Balmer Neilly, Esq.,  
And Carried -

That the members of the Board of Governors pay tribute to the public services and to the personal character of one of the distinguished honorary graduates of this University, the late Rt. Hon. Ernest Lapointe, formerly Minister of Justice in the Dominion Government. He was the Doyen of the House of Commons after 37 years of membership. He held various cabinet positions; he was Minister of Marine and thrice Minister of Justice. He was the first who signed alone an international treaty on behalf of Canada (with full power from King George V). He sat as a Canadian representative in the Imperial Conferences of 1926 and 1929. On most Canadian issues, domestic, imperial and international, during the last twenty years, Mr. Lapointe has played an important part. He was an outstanding representative of his race, and yet he recognized the importance of Canadian unity and the crucial position of the British Commonwealth as the champion of freedom, justice and Christian civilization in the world. Personally he was a man of moderation, courtesy and upright life.

The Board expresses its sympathy with his widow, son and daughter.

University re-  
presented at  
Mr. Lapointe's  
funeral

In view of the fact that the Hon. Mr. Lapointe was an honorary graduate of the University, the President suggested that Mr. Justice H. H. Davis be asked to represent the University at the funeral.

The minutes of the last meeting were read and confirmed.

Arising out of the minutes the following matters were dealt with:-

Increase in remuneration paid to University Carillonneur

The President stated that in accordance with the direction of the Board he had communicated further with Mr. J. Leland Richardson in connection with his request for an increase in the remuneration paid to him as University Carillonneur, and had obtained from him a list of the dates on which he played the Carillon and the time spent in practising for these programmes. The President also stated that Sir Ernest MacMillan, Dean of the Faculty of Music, was prepared to support any request for consideration in Mr. Richardson's case in view of the time and work he devotes to the playing of the bells, and the Board approved of the President's recommendation that Mr. Richardson be paid an additional sum of \$150., making his total remuneration for the year 1941-42 \$650.

Dinner at  
York Club  
and visit  
to Con-  
naught  
Laborator-  
ies

Following the adjournment of the Board meeting at 5:60 p.m. on November 27th, the following gentlemen were present at the dinner given by Mr. Neilly at the York Club:-

The Chairman	Dr. Defries
The Chancellor	Dr. McHenry
The President	Dr. Scott
Mr. Neilly	Mr. Hutchison
Mr. Ross	Mr. Allen
Mr. Bryce	
Mr. LaBine	
Hon. Dr. Ferguson	
Hon. Dr. Bruce	
Mr. LePan	
Mr. Higginbottom	

After the dinner the Chairman moved a vote of thanks to Mr. Neilly for his hospitality, and Mr. Neilly replied that he was pleased to have the opportunity on behalf of the Connaught Laboratories Committee, and that he wished to thank the Bursar and the Superintendent for their co-operation.

At 8:15 p.m. the group, with the exception of the Chairman and the Superintendent, proceeded to the Lecture Room in the School of Hygiene, where the Director of the Connaught Laboratories, Dr. Defries, outlined the work being carried on by the Laboratories, and the following members of the staff were called upon to explain the progress of the particular work undertaken by them in connection with the war effort of the Laboratories:-

1. IN BACTERIOLOGY (under the direction of Dr. D. T. Fraser):
  - Dr. Helen Plummer - Preparation of tetanus and gas gangrene toxins
  - Dr. Leone Farrell - Dysentery (Shiga type)
  - Dr. Frieda Fraser - Scarlet fever products
  - Dr. Ronald Hare - Prevention of septic infection of wounds
  - Dr. Chas. Siebenmann - Treatment of epidemic meningitis
2. IN VIROLOGY:
  - Dr. James Craigie - Typhus fever as a war-time measure
3. IN PHYSIOLOGY AND BIOCHEMISTRY (under the direction of Dr. McHenry)
  - Dr. E. W. McHenry - Studies in nutrition, School of Hygiene
  - Dr. G. A. McVicar - Production of glandular products
  - Mr. H. D. Bett - Purified and concentrated liver extract for pernicious anaemia
  - Dr. Arthur Charles - Preparation of heparin from lung tissue
4. IN IMMUNO-CHEMISTRY (under the direction of Dr. P. J. Moloney)
  - Dr. P. J. Moloney - Toxoids
  - Dr. Edith Taylor - Important advances in repairing toxins
  - Mr. M. D. Orr - Tetanus
5. IN THE PREPARATION OF DRIED HUMAN SERUM FOR USE IN THE TREATMENT OF SURGICAL SHOCK:  
 Outlined by Dr. Albert Fisher

Appoint-  
ments

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

Faculty of Medicine:

Miss D. Nunn - Attendant in Bacteriology, Department of Pathology and Bacteriology, from 15 November, 1941 \$60 per mo.

Ontario College of Education:

Miss L. E. Spicer - Assistant Librarian from 1 December, 1941 (vice Miss M.E.Reid, resigned) \$1,100 per an.

For the Session 1941-42Athletics & Physical Training - Men:

M. Glionna	}	Instructors in Boxing	\$250
L. Black			100

Athletics & Physical Education - Women:Diploma Course in Physical Education - Assistants:

C. Walters	- Fencing	50
Mrs. Salisbury Baker	- Voice Training	40

Faculty of Arts:Zoology: for Michaelmas Term:Assistants:

E. D. Winchester	- \$150	D. G. Wilder	75
Miss A.M.Ironside	- 70	A. W. F. Banfield	60
Miss D. W. Kirk	- 50	S. P. Drummond	50
Mrs. Isobel Radforth	- 35	R. M. Belyea	30
D. M. Davies	- 30	D. N. Omand	30
F. L. Balmer	- 25	H. M. Good	25
A. R. Taylor	- 25	F. A. Walden	25
W. B. Scott	- 25		

Faculty of Medicine:Pathology and Bacteriology:

Miss J. C. Burk - Autopsy Technician, 1 Nov. to 30 June \$75 per mo.

J. F. McCreary - Jr. Demonstrator, Paediatrics (without salary)

Surgery:Assistant Resident Fellows:

W. A. Shandro - 1 Dec. to 30 June \$300 per an.

C. P. McCormick - 1 Nov. to 30 June (war leave cancelled - vide folio 187 Minute Book No. 1) 300 " "

Faculty of Applied Science and Engineering:Engineering Drawing:

W. W. Farquhar	)	Demonstrators (part time)	\$300
E. A. Frith			300
J. H. Waghorn			300
J. W. Speight			300

School of Nursing:

Miss B. Boulter - Assistant Clinical Instructor in Nursing, 24 Nov. to 30 June \$120 per mo.

School of Social Work:Special Lecturers:

Miss M. Bell	- \$ 75	M. M. Cohn	75
Dr. H. Cruikshank	- 75	Miss M. Fleming	37.50
B. W. Heise	- 37.50	Miss Nora Lea	150
R. E. Mills	- 75	Miss C.E. Whitton	50
Miss B. Carver	- 50	Dr. Margaret K. Strong	150

Part-time Assistants in Case Work:

Miss Bessie Gemmell	- \$300	Miss D. Hobden	350
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Appoint-  
ments  
(Cont'd)

Department of University Extension and Publicity:

Certificate Course in Radio Technique:

Department of Physics - Special Instruction in Physics and in Radio	\$500
Department of Mathematics - Special Instruction in First Year Honour Mathematics (adapted)	400

Course in Physiotherapy:

Department of Physics - Instruction in Physics (cancelling appointments of Dr. Misener, Miss Quinlan and Miss Crossley vide folio 240)	300
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Pass Course for Teachers - Teachers' Classes, Toronto:

Instructors:

V. W. Bladen	- First Year Economics	300
A. E. Birney	- " " English	300
J. A. Houpert	- " " French	300
K. S. Bernhardt	) " " Psychology	300
G. W. Fitzgerald	) " " Psychology	200
D. C. MacGregor	- Second Year Economics	300
Dr. Florence Smith	- " " English	300
Miss I.G. Balthazard	- " " French	300
G. Taylor	) " " Geography	300
Miss M. Brookstone	) " " Geography	230
D. Putnam	) " " Geography	180
D. G. Creighton	) " " History	100
D. J. McDougall	) " " History	100
R. G. Riddell	) " " History	100
H. R. MacCallum	- " " Philosophy	300
Rev. B.F. Sullivan	- St. Michael's Philosophy	300
A. Lacey	- Third Year French	300
D. B. DeLury	- " " Mathematics	300
J. D. Ketchum	) Third Year Psychology	300
Miss K. Harvie	) " " Mathematics	200
H. Boeschenstein	- First, Second and Third Year German	300
J. J. Rae	) Chemistry	300
R. Langeille	) Chemistry	150
F. P. Ide	) Chemistry	300
W. M. Sprules	) Zoology	100
D. N. Omand	) Zoology	50
S. L. Balmer	) Zoology	50
Miss R. Haldenby	- Library	40
Miss G. Anderson	- Evening Service, checking admissions and attendance	100

Course in Aerial Navigation:

Instructors:

Department of Physics	- Special Instruction in Radio	100
John Patterson	- Meteorology	150
R. R. Grant	- Accounting	150
Fager Blair	- Airport Layout	150
J. W. Melson	- Aviation	300
A. E. Candy	- Airport Regulations and Despatching	100
Gordon Raymer	- Engines	300
B. Etkin	- Aircraft Instruments	300
W. Easson Brown	- Health	50

Evening Tutorial Classes:

Instructors:

Thos. B. Godfrey	- Accounting	200
Elton Johnson	- Advertising	200
John M. Elson	- Authorship - Journalism	500
F. R. Crocombe	- Cost Accounting	220
Gordon B. Steele	- Economics	200
E. J. Pratt	- English and American Poetry	200
Miss E. N. Martin	- English Composition	200
J. Campbell-McInnes	- English Diction and Speech (two classes)	400
G. N. Bramfitt	- English - Voice, Speech and Diction	200
G. L. Assie	) English - Voice, Speech and Diction	200
S. E. deChamp	) French	200



Appoint-  
ments  
(Cont'd)

Department of University Extension and Publicity (Cont'd):

<u>Evening Tutorial Classes (Cont'd):</u>		
J. A. Houpart	- French (22 lectures)	\$220
Miss M. D. MacDonald	- French	200
E. G. Faludi	- Housing	100
E. A. Allcut	- Industrial and Business Organization	200
E. A. Smith	- Industrial Chemistry (2½ Classes)	700
	Plastics	
John Buchan	- Industrial Chemistry (1 lecture)	10
K. B. Jackson	- Industrial Physics (2½ Classes)	500
Miss Isobel Loudon	- Interior Decorating	200
Miss Helen McMurrich	- Lip Reading	200
Miss A. H. Parsons	- Magazine Writing, Short Story Writing	500
I. R. Pounder	- Mathematics	200
J. A. Newcomba	- Metallurgy (2½ Classes)	500
F. J. Horwood	- Music Appreciation	200
Stuart L. Thompson	- Nature Study	200
Mrs. E. A. Bott	)	200
B. M. Springbett		Psychology
Kenneth H. Rogers	)	200
W. G. Frisby		Public Speaking
J. E. McLaughlin	)	200
G. A. McMullan		Public Speaking (1½ Classes)
E. O. Braaten	)	300
A. D. Misener		Radio Theory
J. Cano	- Spanish (2 Classes)	40
Miss E. Edwards	- Swimming	120
G. W. Brown	)	200
R. G. Riddell		"The World To-day"
R. M. Saunders	)	100
Toronto Conservatory of Music		Use of rooms and pianos
		100
<u>Evening Tutorial Classes:</u>		
Course on Industrial	Accident Prevention:	
T. Norman Dean	- Workman's Compensation	10
R. B. Morley	- Accident Prevention	10
W. J. M. Redwood	- Safeguarding the Working Place - Part 1	10
	" " " " - Part 2	10
J. G. Cunningham	- Influence of Work Conditions on Health	5
F. M. R. Bulmar	- Effect of Poisonous Substances	5
H. Mabson	- Protective Clothing	10
F. W. Graham	- Compensation Claim Reporting	5
D. E. Bell	- First Aid and Medical Aid	5
F. R. Griffin	- Industrial Doctor's Part	10
W. J. Scott	- Fire and its Causes	10
K. S. Bernhardt	- Human Factor in Accidents	10
E. E. Sparrow	- Introducing the New Man to the Job	10
E. J. Marnell	- Safeguarding the Working Place - )	10
	Part III	
<u>Rural Tutorial Classes:</u>		
Community Life Training Institute	- 12 Classes in Simco County and several in Muskoka	600
R. W. Burton	- Classes and week-end schools in Oxford County	300
<u>Workers' Educational Association:</u>		
<u>Tutors:</u>		
J. D. Robins	- English Composition	150
Lorne T. Morgan	- Economic History	150
K. S. Bernhardt	- Psychology	150
G. A. McMullan	- Public Speaking	150
H. Beveridge	- Labour Problems	150
Miss M. Winspear	- Literature	150
A. Brady	- Political Science	150
Boris Berlin	- Music Appreciation	150
Mrs. A. E. Hewitt	- Parliamentary Procedure	75
E. T. Waters	- Science	75
Bora Laskin	- Labour Law	75
C. W. M. Hart	- Sociology	75
<u>HAMILTON:</u>		
G. A. McMullen	- Public Speaking	75
Alex. Wingfield	- Psychology	75
H. Beveridge	- Labour Problems	75
<u>OSHAWA:</u>		
Arthur Slyfield	- Public Speaking and Literature	75



Appoint-  
ments  
(Cont'd)

Department of University Extension and Publicity (Cont'd):  
Correspondence Courses, Pass Course for Teachers:

Instructors:

V. W. Bladen	-	First Year Economics
J. R. MacGillivray	-	First and Third Year English
Miss A. C. Cole	-	First Year French
R. M. Saunders	-	" " History
I. R. Pounder	-	" " Mathematics
K. S. Bernhardt	-	" " Psychology
H. A. Logan	-	Second Year Economics
Dr. Florence Smith	-	" " English
J. G. Andison	-	" " French
Miss M. Brookstone	-	" " Geography
H. Boeschenstein	-	Second and Third Year German
D. J. McDougall	-	Second Year History
Miss M. C. Needler	-	" " Latin
M. D. C. Tait	-	" " "
C. W. Leslie	-	" " Philosophy
Rev. B. F. Sullivan	-	St. Michael's Philosophy
A. Lacey	-	Third Year French
G. W. Brown	-	" " History
S. Beatty	-	" " Mathematics
Miss K.M. Harvie	-	" " Psychology
J. J. Rae	-	Chemistry
F. P. Ide	-	Zoology

(Remuneration to be paid upon certificate, based on work done)

Correspondence Courses, Upper School and Commercial:

Instructors: Upper School:

A. G. Croal	-	Upper School Physics
H. A. Grainger	-	Upper School Botany, Zoology and Chemistry
P. A. Petrie	-	" " Algebra, Geometry & Trigonometry
J. H. Mills	-	Upper School Latin
N. L. Murch	-	" " German and French

Instructors: Commercial:

J. J. Bailey	-	Penmanship
W. Baird	-	Secretarial Practice, Shorthand
L. S. Beattie	-	Office Practice, Shorthand Methods
W. G. Bennett	-	Bookkeeping Methods, Accounting Methods
W. J. Brown	-	Business Correspondence and Filing; Theory of Economics, Money and Banking; History of Commerce
H. G. Harvey	-	Accountancy, Bookkeeping
T. W. Oates	-	Arithmetic of Investment, Business Arithmetic, Business Law
E. M. Rutledge	-	Typewriting Methods
H. Paul Sutton	-	Elementary Typewriting

(Remuneration to be paid upon certificate, based on work done).

Short Courses: Firefighters' Training Course:

Lecturers:

R. W. Angus	-	Hydraulics - 1 lecture	\$10
J. W. Bain	-	Chemistry of Fire - 1 lecture	10

Institute of Child Study:

Mrs. Margaret Kirkpatrick	-	Dietitian	) portion of	175
Miss G. Evans	-	Office Assistant	) salary for	175
<u>Instructors:</u>			) Michaelmas	
Mrs. Nellie I. Chant	-		) Term	100
Mrs. F. Lily Johnson	-		)	100

Appoint-  
ments to  
Council  
of Faculty  
of Dentis-  
try

The following were appointed to sit as representatives on the  
Council of the Faculty of Dentistry for the Session 1941-42:-

From the Faculty of Arts:

Professors W. H. T. Baillie	-	Zoology
E. F. Burton	-	Physics
F. R. Lorriman	-	Chemistry
W. H. Piersol	-	Histology
E. J. Pratt	-	English

Representatives on Council of Faculty of Dentistry

Representatives on Council of Faculty of Dentistry (Cont'd):

From the Faculty of Medicine:

Professors Duncan Graham - Medicine  
V. E. Henderson - Pharmacy and Pharmacology  
N. B. Taylor - Physiology  
H. Wasteneys - Bio-Chemistry  
J. C. Watt - Anatomy

From the Faculty of Applied Science and Engineering:

Professor W. J. T. Wright - Engineering Drawing

Other recommendations by the President were approved as follows:-

Extension of sick leave to Miss J. Rathbun

That Miss Jeannette Rathbun, an Assistant in the University Library, be granted an extension of her sick leave with salary to 22 February, 1942.

Increases in salary to Dr. R. Richmond and Prof. M. F. Crawford

That increases in salary be granted to the following members of the staff of the Department of Physics for 1941-42 who are assuming extra duties owing to the death of Professor H. A. McTaggart, the additional amounts to be charged to the balance remaining in the appropriation for Professor McTaggart's salary:-

Dr. R. Richmond - from \$1,800 to \$2,400  
Professor M. F. Crawford - " 3,200 " 3,600

Amendment to Estimates

That the following transfers and additional appropriations be granted:-

Transfers in appropriations

Transfers:

Zoology:

From "Balance of Dr. Fry's salary - \$462.28  
"Special Research - Ontario  
"Fisheries Laboratory" - 137.72  
To "Demonstrators" (Salaries) - \$600  
to provide for a temporary increase of \$300 each in the salaries of Dr. V. Engelbert and Dr. R. D. C. Martin, Demonstrators, who are taking over Dr. Fry's classes.

Metallurgical Engineering:

From "Wallberg Bequest" - 500  
to permit of the purchase of a Tensometer at a cost of \$770., the remaining \$270 being available in the appropriation for "Apparatus".

Additional appropriations

Additional appropriations:

Engineering Drawing:

To provide for the additional amount necessary to pay the salaries of the Demonstrators (vide folio 276) 500

University Extension and Publicity:

Evening Tutorial Classes 10,000  
Pass Course for Teachers - Teachers' Classes 7,000  
Certificate Course in Radio Technique 1,500

Extension Course in "Democracy in Action"

That a Course on "Democracy in Action" in the Evening Tutorial Classes, planned by the Ontario Secondary School Teachers' Federation, be held during the period January 12th to February 23rd, 1942, at a fee of \$2.00 for the series of seven lectures and a remuneration to the lecturers of \$10 for each lecture.

Extension  
Course in  
"Real Es-  
tate"

That accounts totalling \$194.05 in connection with the Course in Real Estate, Department of University Extension and Publicity, be authorized for payment. Mr. Dunlop advised the President that Mr. J. B. Laidlaw insists on managing this course in his own way without having the lecturers appointed, and that the amount mentioned above covers the expenses of the following:-

H. U. Nelson and Secretary, Chicago	-	\$ 84.15
M. Parent and Mr. Hules, Montreal	-	109.90
		<u>\$194.05</u>

Division  
of \$10,000  
item in  
budget of  
Ontario  
College  
of Educa-  
tion

That the item of \$10,000 marked "Special - for Instructional Purposes" in the budget of the Ontario College of Education for 1941-42 be divided as follows:-

\$6,000	to be paid to the Art Gallery of Toronto
4,000	" " transferred to the Institute of Child Study
<u>\$10,000</u>	

Appoint-  
ment of  
Advisory  
Committee  
to Univer-  
sity Health  
Service

The Board confirmed the President's action in appointing, at the request of Dr. C. D. Gossage, the following Advisory Committee to the University Health Service from the members of the Faculty of Medicine:-

Dean Gallie (Chairman)	Dr. Donald Fraser
Professor Duncan Graham	Dr. W. A. Dafoe
Dr. E. S. Ryerson	Dr. C. D. Gossage, Secretary
Dr. Ray Farquharson	

Communications were presented and dealt with as follows:-

Statutes  
of  
Senate

From the Registrar transmitting for the approval of the Board  
Statutes of Senate -

- Numbers 1523 - Respecting the School of Physical and Health Education of the University of Toronto
- 1525 - Respecting the Certificate in Radio Technique, and the course of instruction leading thereto.

These Statutes having been read, Number 1525 relating to the Radio Technique Course was approved, but Statute Number 1523 in connection with the School of Physical and Health Education was held over for further consideration.

Resolu-  
tion of  
Committee  
on Mili-  
tary  
Training

Also from the Registrar transmitting a recommendation of the Committee on Military Training, and approval was given to the same as follows:-

Resolu-  
tion re  
Military  
Training

"That any student in the compulsory age group who is placed in category D (temporarily unfit for military training) by the Medical Director, be required to take such remedial exercises as may be prescribed by the Director in order to enable him to become fit for compulsory military training."

Estate of  
Eliza J.  
Robertson  
and bequest  
re Arthri-  
tis

From the Canada Permanent Trust Company enclosing a cheque for \$20,000 from the residue of the Estate of the late Mrs. Eliza J. Robertson, in whose Will the following bequest is contained:-

"All the rest and residue of my Estate both real and personal, of every nature and kind, I give, devise and bequeath to the University of Toronto to be used for study and research into the cause of Arthritis."

This remittance was gratefully accepted and the Secretary was directed to inform the Company that the money would be used for the purpose specified in the bequest. Before deciding who should be assigned to this research it was suggested that the President consider in what department or departments and in what manner the research might be proceeded with at the University.

Letter of  
apprecia-  
tion from  
Museum  
Board re  
Bursar's  
co-opera-  
tion in  
handling  
their  
accounts

From the Secretary-Treasurer of the Board of Trustees of the Royal Ontario Museum transmitting a resolution of the Museum Board that the practice, whereby the funds for maintenance and of the special grant shall pass through the hands of the Bursar of the University, be continued for the year 1941-42; and also conveying the appreciation of the Trustees for the co-operation of the Bursar and the members of his staff handling the Museum accounts. The Board approved of this arrangement.

Memorial  
tribute  
to Sir  
Frederick  
Banting

From the National Research Council enclosing a memorial tribute to Sir Frederick Banting issued by the Council, which covered the outstanding achievements of the late Sir Frederick in the field of Medicine.

Consent  
for erec-  
tion of  
founda-  
tion for  
Banting  
Memorial

From the Wardell Monument Works transmitting a form for execution on behalf of the Governors, granting permission to proceed with the foundation for the memorial to Sir Frederick Banting to be erected in Mount Pleasant Cemetery, as the University of Toronto owns the plot, and authority was given for the necessary permission.



Letter of  
apprecia-  
tion re  
services  
of Pro-  
fessors  
McLaughlin  
and New-  
combe

From the Deputy Minister of Transport, Ottawa, stating that in a letter received by the Hon. Mr. Howe from the Civil Aeronautics Board of the United States, appreciation was expressed for the co-operation, courtesy and consideration shown by Professors R. R. McLaughlin and J. A. Newcombe of the University staff during the investigation into the unfortunate aircraft accident at St. Thomas.

#### Donations

The following donations were reported and were accepted with thanks and appreciation:-

\$3,650.00	from the Toronto General Trusts Corporation to cover the awards for 1941-42 of the Leonard Scholarships and Fellowships in University College.
1,825.00	from the Rockefeller Foundation to be distributed as follows for research in the School of Hygiene: \$1,250 - for Field Training Facilities 575 - for Nutrition Survey.
500.00	from the Royal College of Dental Surgeons to be applied to the Harry R. Abbott Memorial Library Fund.
250.00	from the Royal College of Dental Surgeons to cover the award of the James Branson Willmott Scholarships for 1941-42.
110.00	from the University College Alumnae Association in payment of their Scholarship and Prize for 1941-42.

University  
College  
Bursaries  
1941-42

There was presented a list of bursary awards in University College for the Session 1941-42, totalling \$9,522.50, as recommended by the College Council and concurred in by the President and Dr. Gibson. Upon motion of Mr. Ross this list was approved as follows, Mr. Neilly and Mr. Bryce objecting:-

NAME	RECORD	AMOUNT	IN	OUT
Aluf, I.	II:4	\$ 50	"	
Aluf, Miss S.	II:13	50	"	
Apple, B. W. N.	Entrant	100	"	
Balmer, F. L.	III	75	"	
Beames, R. S.	II:9	75	"	
Blockley, W. V.	II:2	75		"
Brannen, E.	II:8	75		"
Bricker, Miss B. H.	II:9	75	"	
Brontiaan, Miss G. G.	I:I	75	"	
Burgener, R. J. C.	Entrant	50	"	
Burke, J. L.	I:2	75	"	
Byrne, J.	Entrant	125		"
Callan, Miss M. M.	II:9	150		"
Cass, E.	II:5	75	"	
Chard, R. N.	III	50		"
Charlton, J. R. B.	I:3	150		"
Chechalk, A. J.	III	50		"
Christie, H. G.	Entrant	75	"	
Clark, Miss N.	II:7	50		"
Clark, Miss N. W.	Entrant	75	"	
Clenman, M. I.	III	50	"	
Clinch, H. A.	II:5	50	"	
Conway, J. E.	Entrant	125	"	
Cosens, Miss K. M.	II:5	125		"
Crocker, D. L.	I:I	125		"
Cumberland, Miss E. M. P.	W.G.	50	"	



University College Bursaries (Cont'd)	NAME	RECORD	AMOUNT	IN	OUT
	Dallyn, F. J. G.	II:3	\$ 150		"
	Day, Miss I. M.	III	50	"	"
	Degutis, M.	Entrant	75		"
	Endleman, R.	Entrant	100		"
	Fairey, Miss D. L.	Entrant	125		"
	Ferguson, Miss M. E.	Entrant	100		"
	Ferguson, R. B.	I:2	150		"
	Fisher, R. E.	Entrant	100	"	
	Fonseca, D. E.	Entrant	50		"
	Francis, J. P.	II:3	75	"	
	Frankel, Miss E. B.	I:1	75	"	
	Fraser, J. C.	II:3	75	"	
	Fraser, S. E.	II:II	150	"	
	Friedman, J.	Grade A	75	"	
	Genovese, F. C.	Grade B.	75	"	
	Goodman, I. B.	II:1	50	"	
	Gurvitch, Miss N.	II:1	125		"
	Graham, Miss M. B.	II:4	25	"	
	Hall, D. G. H.	Entrant	50		"
	Hardy, E.	III	100		"
	Haygarth, Miss M. M.	Grade C.	100		"
	Holdsworth, B. H.	I:8	150	"	
	Howard, F. L.	II:10	75	"	
	#Jackson, R. W.	I:3	150		"
	Jarvis, Miss C.	II:9	100		"
	Johnson, V. G. H.	II:3	75	"	
	Kates, M.	Entrant	75	"	
	Kelner, S. J.	Grade B.	50	"	
	Knowles, J. W.	II:2	100		"
	#Leonard, A. R.	Entrant	37.50		"
	Levitt, J.	I	100	"	
	Lindsey, R. G.	Entrant	125		"
	Lipton, Miss M.	II:1	50	"	
	Locke, J. L.	I:3	100		"
	Loffmark, R. R.	Exchange	150		"
	Luchak, G.	II:2	100		"
	McDonald, D. C.	Grade C	50	"	
	McDonald, Miss I. M.	III	50	"	
	McDonald, R. D.	II:4	75	"	
	Macfarlane, D. A.	Entrant	75	"	
	McLeod, H. G.	I:2	125		"
	#McPherson, N. F.	Entrant	50		"
	Madorsky, H.	Grade B	50	"	
	Marshall, R. J.	II:5	125		"
	#Midenik, J. S.	I:1	75	"	
	Millar, Miss M.	III	75		"
	Mills, J. R.	I:1	100		"
	Morrison, I. D.	Entrant	75	"	
	Mothersill, Miss M.	I:4	75	"	
	Parke-Taylor, G. H.	I:1	100		"
	Pedlar, H. F.	II:1	75	"	
	Phillips, R. A. J.	II:1	125		"
	Powrie, A. E.	Entrant	50	"	
	#Pyne, G. M.	I:1	125		"
	Ramsden, Miss E. G.	II:1	150	"	
	Richards, Miss N.	I:4	50		"
	Nicholls, W. M.	II:5	50	"	
	Rosenberg, A. L.	I:1	150	"	
	Ruwald, D. A. E.	Entrant	50		"
	Salmers, Z. T.	Grade C	50		"
	#Samoloff, J.	I:9	50	"	
	Sanders, J.	I:6	75	"	
	Scott, Miss M. B.	II:11	85		"
	Seath, Miss K. J.	I:5	150		"
	Serson, Miss E. S.	II:5	100		"
	Shear, Miss M. S.	II:4	100		"

University  
College  
Bursaries  
(Cont'd)

<u>NAME</u>	<u>RECORD</u>	<u>AMOUNT</u>	<u>IN</u>	<u>OUT</u>
#Sheppard, A. A.	I:1	\$ 150		"
Sinclair, D. R.	II:1	100		"
Sinclair, Miss E. G.	Grade B	75		"
##Slattery, J. M.	I:2	150		"
Smith, Miss C. M.	II:2	75	"	
Snyder, Miss B. B.	I:2	100	"	
Somers, G. G.	II:6	50	"	
Stephenson, A. R. J.	II:1	75		"
Swallow, H. C.	II:19 (1940)	100		"
Taillefer, Miss R. M.	I:5	100	"	
Wade, P. W. R.	Entrant	125	"	
Walden, F. A.	II:2	75	"	
Weeksler, A. E.	Entrant	50	"	
White, C. C.	III	75	"	
Wilson, Miss A. S.	II:20 (1940)	75		"
##Wilson, Miss V. O.	Entrant	100		"
###Wright, J. S.	I:4	100		"
Total -		<u>\$9,522.50</u>		

#Free Tuition  
##Free Tuition to the Extent of \$125  
###Free Tuition to the Extent of \$100

Postpone-  
ment of  
Senate  
Elections

There was also presented a letter from the Registrar transmitting a report from the Executive Committee of the Senate regarding a further postponement of the Senate Elections due to be held in September, 1942, and

Upon motion of Hon. Dr. Bruce,  
Seconded by Hon. Dr. Ferguson,  
It was Resolved -

That application be made to the Legislature of the Province with a view to having included in the Statute Law Amendment Act of 1942 a clause to read as follows:-  
"Notwithstanding any provision contained in the University Act there shall be no election of the Chancellor or of the members of the Senate of the University of Toronto until September, 1944, unless in the meantime a Statute is passed by the Senate directing an election either of the Chancellor or of the members of the Senate, or of both."

Finance  
Committee  
Report

Report No. 142 of the Finance Committee was read as follows and adopted:-

The Finance Committee begs to report to the Board of Governors:-

Annual  
Report  
of Gover-  
nors for  
1940-41

1. Your Committee transmits herewith the Auditor's Report and Financial Statement for the fiscal year ended 30th June, 1941. The certificate of the Auditor shows that all the transactions of the year have been duly audited and found correct; that the securities representing the investments were examined by him twice during the year and found to be in agreement with the records kept by the Bursar; and that the Bursar's records are well kept and all endowment and trust funds properly accounted for.

Upon motion of Mr. Morrow, seconded by Mr. Osler, your Committee recommends this report for the approval of the Board.

NOTE: The General Revenue exceeded the Estimated Revenue by \$55,985.17, which together with savings in appropriations for expenditures of \$85,743.25, resulted in a total of \$141,728.42 better than the amount estimated.

Estate of  
John T.  
White  
and be-  
quest to  
Medical  
Research,  
Banting

2. Under the terms of the Will of the late John T. White of Toronto, Barrister, Solicitor, etc., the residue of the Estate was to be divided equally between the University of Toronto (for Medical Research, Banting) and the Canadian Red Cross Society. The Bursar is now in receipt of a cheque for \$600 from the Executors, the National Trust Company Limited, being a payment on account of the residue, and in order to close out the Estate the Company has requested instructions from the Governors to divide the remaining assets, such as the proceeds from stocks in Clubs, mines, etc., between the two beneficiaries.

Upon motion of Dr. Macdonald,

Seconded by Mr. Morrow,

Your Committee recommends that the Board accept the \$600 referred to above, but that any further action in this matter be deferred.

Letter of  
release  
to C.P.R.  
Company  
re claim  
of Banting  
Estate

3. In connection with the arrangements now being made regarding the settlement of a claim under an insurance policy of the Manufacturers' Life Insurance Company on the life of Sir Frederick Banting, which in view of the conditions under which Sir Frederick was travelling at the time of his death is being held up by the Company, your Committee has been informed that it is possible that payment will be made in settlement of the same if the University of Toronto, as residuary legatee under Sir Frederick's Will, releases the Canadian Pacific Railway Company, operators of the ill-fated aeroplane, from any future claim.

Upon motion of Mr. Morrow, seconded by Dr. Macdonald, your Committee recommends that, subject to the approval of the University Solicitor, authority be given for such release.

4. A request has been received from the Toronto Conservatory of Music for payment of the sum of \$6,000., being the balance of the grant of \$11,000 to the Conservatory included in the University Estimates for 1941-42, and your Committee recommends that approval be given for payment of the same.

All of which is respectfully submitted.

17th November, 1941.

(Sgd) Geo. H. Ross  
Chairman

Estate of  
John T.  
White

Regarding the John T. White Estate, a further letter was presented from the National Trust Company stating that Mr. Stringer, Treasurer of the Red Cross Society, would be glad to meet a representative of the University to discuss this matter; and the Secretary was directed to inform the Company of the Board's decision to defer any further action in this case.

Banting  
Estate

In connection with the Banting Estate the Board decided to defer any action in this case also.

Presi-  
dent's  
Annual  
Report

The President presented his Annual Report upon the work of the University and Colleges for the year ended 30th June, 1941,

President's  
Annual  
Report

and the same was ordered to be printed and transmitted to the Legislative Assembly in the usual manner.

*Indefinite  
P.B.*

The meeting adjourned at 5:60 p.m.

Minutes confirmed.

*Dec. 11, 1941*

*James Macdonald*  
Chairman





Minutes of the meeting of the Board of Governors  
held in the Board Room, Simcoe Hall, on Thursday, December 11th, 1941, at  
4 p. m.

Present -

The Chairman (Dr. Macdonald)	Dr. Anderson
The Vice-Chairman	Hon. Dr. Kelly
The Chancellor	Mr. Duncan
The President	Hon. Dr. Bruce
Mr. LaBine	Mr. Bryce
Mr. Neilly	

The Bursar was present as Secretary.

Before proceeding with the business of the meeting  
the Secretary reported that he had been informed on behalf of the follow-  
ing members that they would be unable to attend:-

Mr. Ross  
Mr. Morrow  
Mr. Osler

The minutes of the last meeting were read and con-  
firmed.

Arising out of the minutes the following matters  
were dealt with:-

Statute of  
Senate re  
School of  
Physical  
and Health  
Education

Further consideration was given to Statute of Senate No. 1523  
respecting the School of Physical and Health Education, and upon motion  
of Mr. Bryce, seconded by Mr. LaBine, this Statute was approved on con-  
dition that the information contained in the Appendix thereto be embod-  
ied in and form part of the Statute proper.

Eliza J.  
Robertson  
Bequest  
re study  
of Arthri-  
tis

In connection with the Eliza J. Robertson bequest for study and  
research into the cause of Arthritis, the President reported that it  
would be desirable to obtain the co-operation of Dr. Almon Fletcher,  
together with Dean Gallie, and Doctors R. F. Farquharson and E. A. Linell  
in order to determine how the purpose of the bequest may best be carried  
out.

Legislation  
re postpone-  
ment of  
Senate  
Elections

The Bursar presented a letter from Dr. G. F. Rogers, Deputy Minister of Education, advising that the Minister had approved of the Board's request for legislation to postpone the Senate Elections until September, 1944, and that the section suggested would be included in the legislation at the next Session of the Legislature.

Letter of  
thanks  
from Mrs.  
Rowell

There was also presented a letter from Mrs. Rowell expressing sincere thanks for the resolution of sympathy passed by the Board and for the high tribute paid to her late husband, the Hon. N. W. Rowell.

Represent-  
ative at  
Rt. Hon.  
Ernest  
Lapointe's  
funeral

The President reported that Mr. Justice Davis was unable to attend the funeral of the late Rt. Hon. Ernest Lapointe, and that the Rt. Hon. Sir Lyman P. Duff had represented the University on that occasion.

Vote of  
thanks to  
Mr. Neilly  
and Con-  
naught  
Labora-  
tories  
Committee

Upon motion of Mr. Bryce, seconded by Hon. Dr. Bruce, a vote of thanks was tendered to Mr. Neilly for his hospitality at the delightful dinner at the York Club, and also to the Connaught Laboratories Committee for the interesting visit afterwards to the Hygiene building where members of the staff of the Laboratories explained the particular work undertaken by each one in connection with war research.

Appoint-  
ments

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

Department of University Extension and Publicity:

Miss K. M. Davis	- Stenographer, from 1 January, 1942 (vice Mrs. Colesberry, resigned)	\$850 per en.
Miss B. Kingston	- Stenographer, from 1 January, 1942 (vice Miss Nicoll, resigned)	\$900 " "

For the Session 1941-42

Faculty of Arts:

A. R. Gopal-Ayengar	- Class Assistant, Botany, 1 Dec. to 31 March	\$320
Miss N. Bailey	- Reader, Psychology (vice J. C. Sawatzky, resigned) 1 Jan. to 31 May	100
Miss R. Jenkins	- Acting Secretary, Zoology, 1 Jan. to 30 June (vice Mrs. H. Johnson, resigned)	\$100 per mo.

Faculty of Medicine:

Pathology:

Dr. Mary I. Tom	- Demonstrator (vice Dr. R. L. Stirrett, on war leave)	\$80.
Dr. Helen Holden	- Demonstrator (vice Dr. P. M. McGoey, on war leave)	\$60.

Appoint-  
ments  
(Cont'd)

Faculty of Dentistry:

Dr. J. H. Duff

- Associate in Dentistry, 1 Jan.  
to 31 May (salary reduced one-  
quarter in view of part-time  
services) \$196.90

Demonstrators in Dentistry:

Dr. J. B. Pepper	) 1 Jan. to 31 May (vice Dr.	196.90
Dr. K. R. Harris	) J. H. Duff)	393.70
Dr. O. J. Yula	- Demonstrator in Dentistry (vice R. L. Twible on war leave)	
	1 Dec. to 31 May	\$67.50 per mo.

Department of University Extension and Publicity:

Evening Tutorial Classes:

Tutors (vice K. B. Jackson, vide folio 278):

L. E. Jones	- 8 lectures	\$160
V. L. Henderson	- 8 "	160
E. L. Dodington	- 9 "	180

Special Research:

A. R. Gopal-Ayengar	- Research Assistant, Botany, 1 April to 31 May	160
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Other recommendations by the President were approved

as follows:-

Resigna-  
tions

That resignations be accepted, effective 31 December, 1941, from -

R. S. Stuart, an Assistant in the Department of Chemistry.

J. C. Sawatzky, a Reader in the Department of Psychology, who has accepted a position with the Postal Censorship Examiner, Ottawa, translating prisoner of war mail.

Mrs. H. M. Johnson, Acting Secretary, Department of Zoology, and that she be retained in the department for the month of January, 1942, with payment for this period of the balance (\$150) of the bonus previously granted to her.

Change in  
war leave  
regula-  
tions af-  
fecting  
members of  
staff of  
Faculty of  
Dentistry

That since most of the income of part-time members of the Faculty of Dentistry is derived from private dental practice, such members who enlist be not paid the additional month's salary after the month in which they enlist, so that the salary provided in the appropriations may immediately apply to the new appointees.

Payment  
from Wall-  
berg Fund  
for print-  
ing of  
Engineer-  
ing book-  
let

That upon motion of Mr. Bryce the sum of \$175 from the Wallberg bequest be paid to the Engineering Alumni Association for the printing and publication of a "Vocational Guidance Booklet" resulting from Dr. Dugald C. Jackson's report concerning the problem of obtaining the best type of men for engineering students.

Wallberg  
Loan Fund

That the sum of \$2,000 be set aside from the Wallberg Loan Fund for loans to students in the Faculty of Applied Science and Engineering for the Session 1941-42.

Arrangements to be carried out in Department of Health Service for Men

That the following arrangements in the Department of Health Service for Men be carried out for the balance of the Session 1941-42:-

- (1) A survey for the purpose of detecting cases of Tuberculosis in the student body, the examination in connection with which is not to be made compulsory; and the granting of an appropriation of \$500 to carry out this work.
- (2) The endorsement of the principle outlined in Dr. Gossage's letter of December 11th, 1941, in connection with a "Dispensary and Hospitalization Scheme for Students unable to afford the services of a private physician", the following details to apply:-
  - (a) A charge to each student of \$1 in the daytime and \$2 at night for an initial visit from the doctor, the Health Service to pay an additional \$1 in each case.
  - (b) The student to pay his own hospital bill in a public ward.
- (3) The appointment of Lieut.-Col. Ian Urquhart, at present Chief of the Medical Division of No. 15 Canadian General Hospital, as successor to Dr. Gossage as Director of Health Service for Men, on condition that his release from the Army can be obtained by him; this appointment to date from 1st January, 1942, and to involve an additional expenditure of \$1,100 to be voted in connection with the budget of this department for 1941-42.

Contract with Dominion Government for repair of silica valves in Department of Physics

That authority be given for the acceptance of a contract with the Department of Munitions and Supply, Ottawa, for the repair of 30 silica wireless valves, at an estimated cost of \$2,500., under the supervision of Professor Arnold Pitt of the Department of Physics, on condition that the University is protected against any claim for damages which might arise from accidents, etc., in the course of this work; and that of this total of \$2,500., the sum of \$1,485., covering repairs from June to October, 1941, be divided as follows:-

To be returned to the McLennan Laboratory Research Fund, out of which expenses have been paid	- \$ 750
To be paid to Professor Pitt	- 735
	<u>\$1,485</u>

Communications were presented and dealt with as follows:-

Undertaking by Provincial Government to assume shortage of \$616,940.

From Mr. C. S. Walters, Controller of Finances and Deputy Provincial Treasurer of Ontario, acknowledging the Chairman's letter to the Prime Minister under date of October 23rd, and stating that it was the intention of the Government to have placed in the Estimates for the fiscal year commencing April 1st, 1942, an amount representing the University's accumulated shortage, which at June 30th, 1941, totalled \$616,940.54; and the Chairman was requested to reply to Mr. Walters and express the Board's appreciation of the action taken.

Change in  
conditions  
of award  
of the  
Van der  
Smisen  
Scholar-  
ship

From Principal Wallace transmitting the following recommenda-  
tion of the Council of University College for a change in the condi-  
tions of award of the Van der Smisen Scholarship, which was approved  
by the Board:-

"That henceforth the Van der Smisen Scholarship be awarded  
to the University College student who stands highest in  
first class honours in German at the final examinations  
of the Fourth Year, irrespective of his standing in the  
Department of Modern Languages."

Medical  
Students'  
Loan Fund

From Dr. E. S. Ryerson transmitting a report of the Committee  
on Student Finances in the Faculty of Medicine, and this matter was re-  
ferred to the Special Committee of the Board appointed to consider a  
Medical Students' Loan Fund, with authority to send a deputation to  
interview the Minister of Defence at Ottawa in connection with this  
situation.

Request  
for vote  
for bur-  
saries in  
Faculty of  
Applied  
Science

From Dean Young requesting that a sum of approximately \$1,000  
be allocated for the use of bursaries to students in the Faculty of  
Applied Science and Engineering, particularly in the First and Second  
Years, and it was decided to give this matter consideration when the  
Estimates for 1942-43 were being prepared.

George  
Reginald  
Mickle  
Bequest  
re bur-  
saries  
in Applied  
Science

From Messrs. Mortimer Clark, Gray, Baird and Cawthorne, Barris-  
ters, advising that under the Will of the late George Reginald Mickle  
the University of Toronto was the residuary legatee in accordance with  
the following clause:-

"After the death of my brother and of both of my sisters, I  
direct that the rest, residue and remainder of my Estate  
shall be realized and paid to THE UNIVERSITY OF TORONTO for  
the foundation of a Bursary or Bursaries to be held by the  
University for students of the Faculty of Applied Science;  
such Bursary or Bursaries shall be held upon such terms and  
conditions as may be decided by a Committee nominated by the  
Faculty of Applied Science of whom one member shall always  
be the Professor of Mining, or a representative appointed by  
him."

The Secretary was directed to request the Executors to convey to the  
members of Mr. Mickle's family the Board's appreciation of the thought-  
fulness which prompted this bequest.

Robert  
Dawson  
Rudolf  
bequest

From the Public Trustee with notification of the following be-  
quest to the University of Toronto under the Will of the late Dr. Robert  
Dawson Rudolf, Professor Emeritus of Therapeutics, which was gratefully  
acknowledged:-



Robert  
Dawson  
Rudolf  
bequest  
(Cont'd)

"I give my Medical Library to the Academy of Medicine in the City of Toronto, and my said son and my daughter Catherine Eleanor Weld, are to have between them such of my other books as they may select, and such as they do not want (if any) shall be given to the Library of Toronto University."

Anonymous  
donation  
for Fore-  
stry  
Memorial  
Scholar-  
ships

The Bursar reported the offer of an anonymous donor to give the sum of \$250 a year for ten years for a scholarship in the Faculty of Forestry upon the following conditions:-

"That the money shall be used for the award of a Forestry Memorial Scholarship in memory of former members of the staff (such as Deen Howe), and also of those graduates and undergraduates killed in war activities or in civilian industry. That the money is promised on the understanding that a fund is to be raised in an effort to provide a sufficient amount of income from which to continue such an award after the lapse of the ten years above specified, and that the scholarship is to be awarded to a student entering the First Year in Forestry and to be based on the academic standing, physical fitness and financial requirements of the applicant."

This offer was gratefully accepted by the Board and the matter was referred to the Senate for settlement of the academic details.

Annie L.  
Laird  
Scholar-  
ship in  
Household  
Science

The Bursar also reported the receipt of the following letter from Miss Elizabeth R. Laird:-

"C.E. Higginbottom, Esq.,  
Bursar, University of Toronto,  
Toronto, Ontario.

Dear Mr. Higginbottom:-

RE: Annie L. Laird Scholarship in Household Science

Referring to previous correspondence, I am now writing to inform you that it is my desire to establish in the School of Graduate Studies at the University of Toronto a scholarship to be known as "The Annie L. Laird Scholarship in Household Science" in memory of my sister, the late Miss Annie L. Laird, former Head of the Department of Household Science.

My wishes in connection with the award of this scholarship are satisfactorily set out in a proposed Statute of Senate (No. 1526) transmitted to me by the University Registrar. In the event that in the opinion of the Board of Governors it would no longer be practicable to carry out the conditions of the scholarship as contained in the said Statute of Senate, the Board may devote the income from the fund as in their discretion may be deemed to be for the best advantage of the University, or, if they deem it practicable, for purposes allied to or similar to the spirit of this donation.

As an initial payment in connection with the scholarship I am enclosing herewith the sum of \$2,500 made up as follows, which I propose to supplement by further payments of \$3,500., making a total donation of \$6,000 for the endowment of this scholarship:-

\$1,500 Dominion of Canada Victory Loan 3% Bonds,  
due June 15th, 1951.  
\$1,000 in cash, in the form of the accompanying cheque.

December 6th, 1941.

Yours truly,  
(Sgd) Elizabeth R. Laird."

Annie L.  
Laird  
Scholar-  
ship  
(Cont'd)

This donation was accepted with sincere thanks and appreciation and the Secretary was directed to so advise the Registrar in order that the said Statute could be approved by the Senate and finally by the Board.

Authority  
for Bursar  
to consult  
University  
Solicitor  
re clause  
covering  
gifts, be-  
quests, etc.

In connection with gifts, bequests, etc., to the University, the Bursar was given authority to consult the University Solicitor regarding the preparation of material which might be used in University publications as a guidance for donors of scholarships, etc., or of bequests, and which would make provision for a departure from the original conditions attached to the gift or bequest in the event of it becoming impracticable to adhere to them.

Donations

The following additional donations were reported and were accepted with thanks and appreciation:-

- \$19,300 from the Royal Canadian Air Force representing residence accommodation, meals, and recreational facilities supplied to the personnel of the R.C.A.F. attending the Radio Mechanics' Course at the University from 1st to 29th August inclusive.
- 75 from Mr. A. L. Washburn, New Haven, Conn., as a further donation towards research work in Geophysics.

Current  
Expendi-  
ture

The Bursar presented his statement, certified by the Auditor, of the expenditure made by him from the Accountable Warrant authorized on November 13th, 1941, and the same was laid on the table. Also his Estimate, under By-Law No. 20, of the amount required to defray Current Expenditure for the balance of the month of December and the first part of the month of January. Ordered that an Accountable Warrant for Three Hundred and Twenty-five Thousand Dollars (\$325,000) be issued to the Bursar.

Hart House  
annual re-  
port for  
1940-41

The audited report of Hart House for the year ended 30 June, 1941, was presented and was deferred for consideration until the next meeting, the Secretary to obtain in the meantime a report from the Hart House Committee covering its recommendations in connection with said report.

Report of  
Special  
Committee  
re Cost-  
of-living  
Bonus

The report of the Special Committee re Cost-of-Living Bonus was presented and was also deferred for consideration to the next meeting.

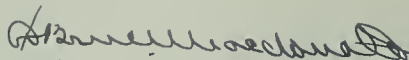
University  
College  
Matters  
and ap-  
pointment  
of Mr.  
Neilly  
to Stand-  
ing Com-  
mittee

The President presented a letter from Principal Wallace expressing concern over the steadily decreasing registration in University College and stating that the Committee of the Council of the College was anxious to discuss the matter with the Board's Standing Committee. The President stated that a meeting of the latter Committee, of which Dr. Gibson was Chairman, had already been called for Thursday, December 18th, for this purpose, and in this connection Mr. Neilly was added as a member of the Committee.

The meeting adjourned at 6 p. m. to Thursday, January 8, 1942, it being decided to cancel the second meeting in December which would fall on the 25th of that month, Christmas Day.

Minutes confirmed.

*Jan 8, 1942*



Chairman.









11

11

11

*Substantive*  
*Page 2*

Minutes of the meeting of the Board of Governors held  
in the Board Room, Simcoe Hall, on Thursday, June 26th, 1941, at 4 p. m.

Present -

The Chairman (Dr. Macdonald)  
The Vice-Chairman  
The Chancellor  
The President  
Hon. Dr. Ferguson  
Mr. Morrow

Mr. Burns  
Hon. Dr. Bruce  
Dr. Anderson  
Mr. Ross  
Mr. Osler  
Mr. LeBine

The Bursar was present as Secretary.

Before proceeding with the business of the meeting the  
Secretary reported that he had been informed on behalf of the following  
members that they would be unable to attend:-

Mr. McCulloch  
Mr. Duncan  
Mr. Neilly

Mr. Bryce  
Mr. Rogers  
Chief Justice Rose

The minutes of the regular meeting of June 12th and of  
the Special meeting of June 24th were read and confirmed.

Arising out of the minutes the following matters were  
dealt with:-

10% reduc-  
tion in  
certain  
appropria-  
tions for  
1941-42

Following the reading of the minutes of the Special meeting of  
the Board with the Prime Minister on Tuesday, June 24th, the Bursar was  
given authority to proceed under the Estimates for 1941-42 as approved  
by the Board on May 8th, 1941, and presented to the Prime Minister. It  
was decided, however, that a reduction of 10% was to be made in connec-  
tion with the appropriations for departmental supplies and apparatus;  
also in the Librarian's appropriation for "Books, Periodicals, etc."

Possible  
exclusion  
from Uni-  
versity  
Estimates  
of R.O.M.,  
W.E.A., etc.

The Chairman of the Finance Committee, Mr. Ross, and Mr. Burns,  
were requested to confer with Mr. Walters, Deputy Minister in the Pro-  
vincial Treasurer's Department and Controller of Finances, regarding the  
University's financial situation, and particularly the possibility of  
excluding from the Estimates such items as the Royal Ontario Museum, the

*Substituted*

Toronto Conservatory of Music, and the Workers' Educational Association, which it is felt should not be considered as proper maintenance charges against the University.

Underhill  
case

In accordance with the Board's decision to defer consideration of the Underhill case until the meeting of June 26th, the President reviewed the whole situation, requested that no action be taken in this matter, and presented the following statement:-

"I hereby withdraw the recommendation made last Autumn in regard to Professor Underhill's continuance on the staff of this University, and substitute for it a recommendation that no action be now taken to dismiss him."

The Chancellor then drew the attention of the meeting to the section in the University Act which makes it necessary that a recommendation of dismissal from the President should precede any action by the Board. There now being no such recommendation no action was taken.

It was then moved by Hon. Dr. Ferguson,  
Seconded by Hon. Dr. Bruce,  
And Resolved -

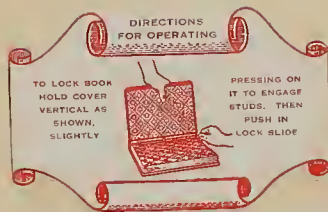
That in the opinion of this Board, without any reference to specific details of the writings or utterances of Professor Frank H. Underhill and viewing his record as a whole, it is in the best interests of the University that his services be dispensed with. This resolution is not to be construed as any personal reflection upon the President.

A recorded vote was requested which resulted as follows:-

<u>Yeas</u>	<u>Nays</u>
Hon. Dr. Ferguson	The Chairman
Mr. Morrow	The Vice-Chairman
Mr. Burns	The Chancellor
Hon. Dr. Bruce	The President
Mr. LaBine	
Mr. Osler	
Mr. Ross	

Connaught  
Laborator-  
ies Annual  
Report

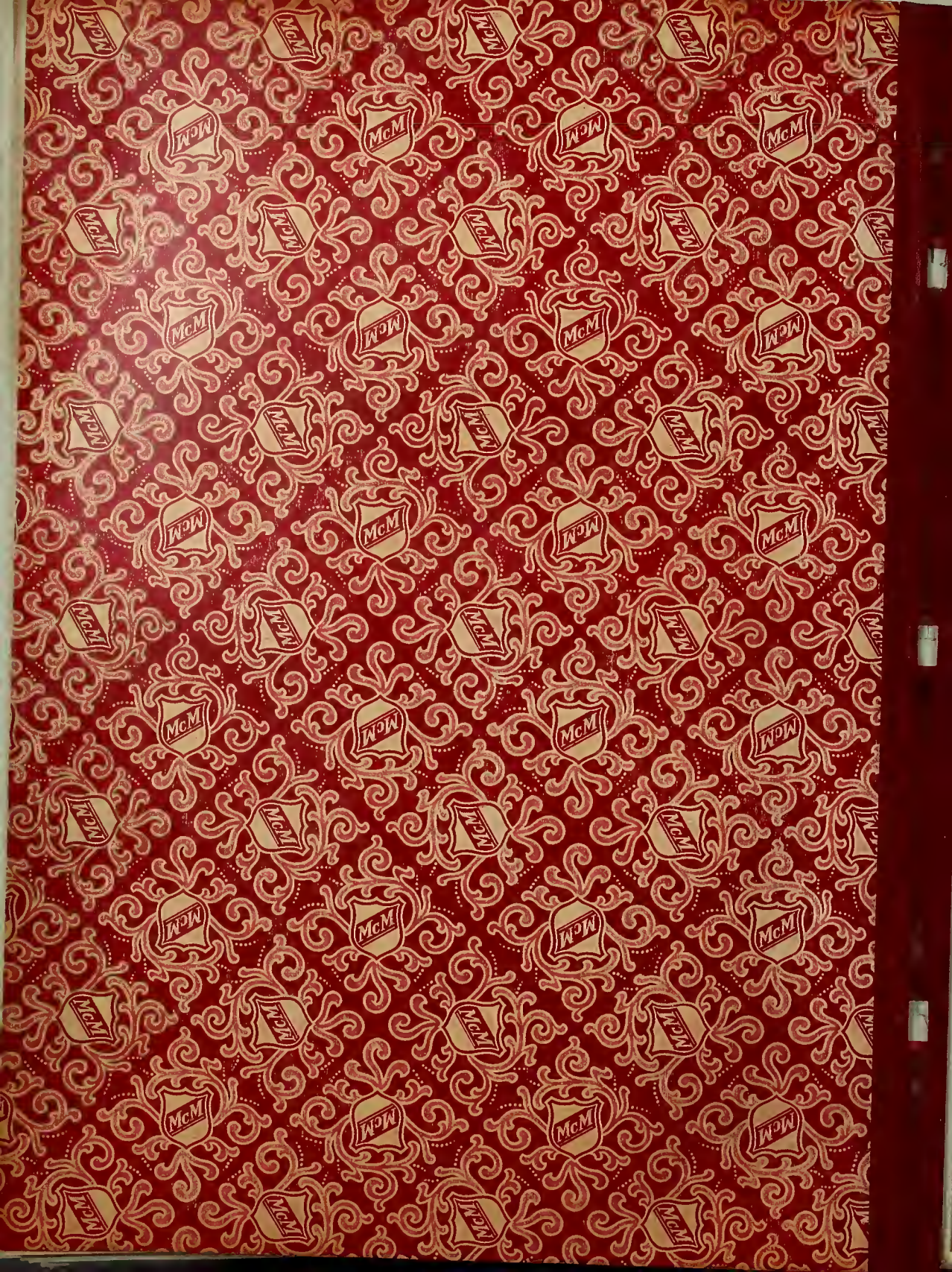
In accordance with notice previously given by Mr. Neilly, the Annual Report of the Connaught Laboratories covering the fiscal year ended 31st March, 1941, was presented, and upon motion of Mr. Morrow, in the absence of Mr. Neilly, seconded by Mr. Burns, this report was adopted as follows:-



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OF KEY PUSH SLIDE TO ENGAGE LOCK.







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(loose leaf)  
of the  
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to  
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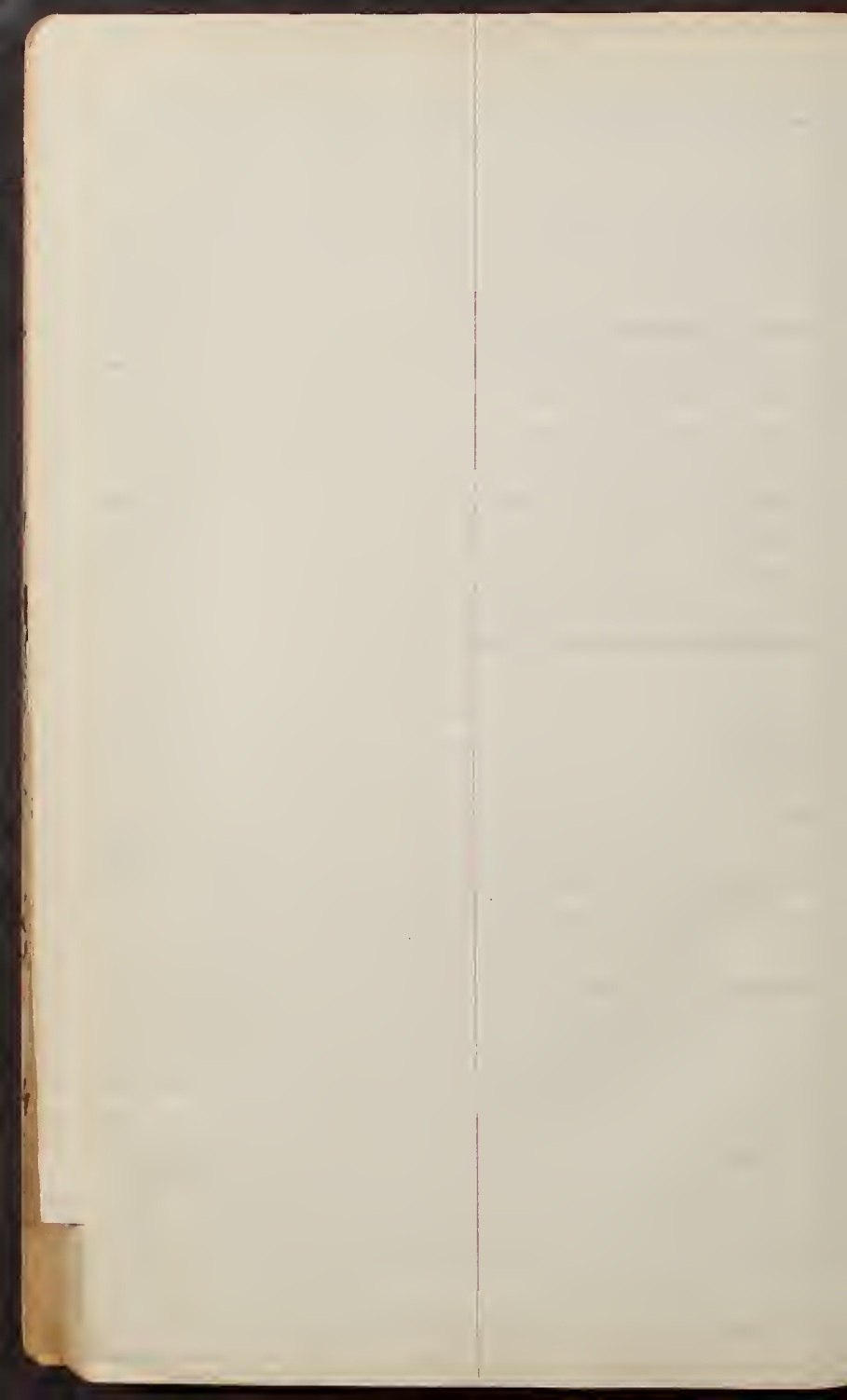
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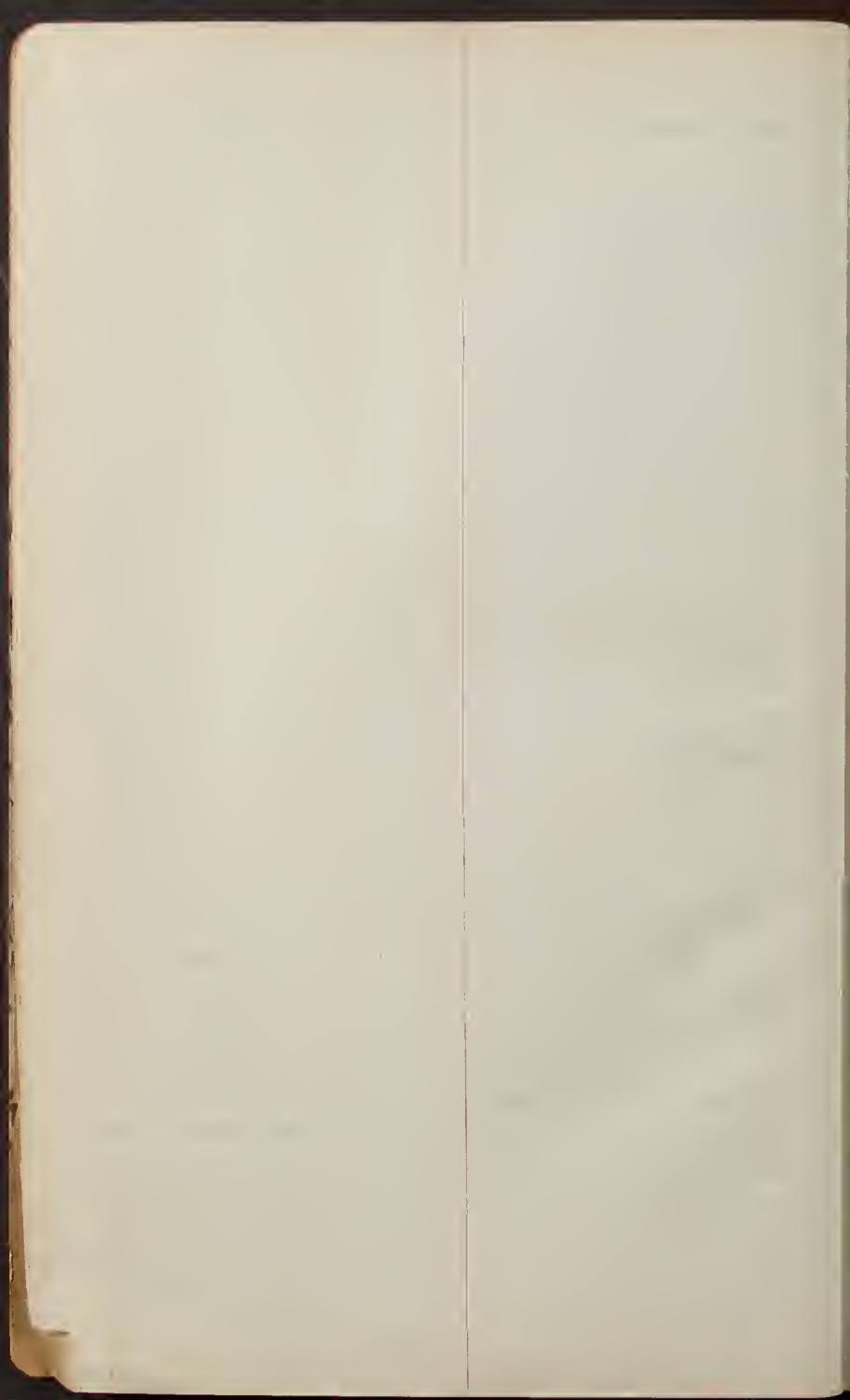
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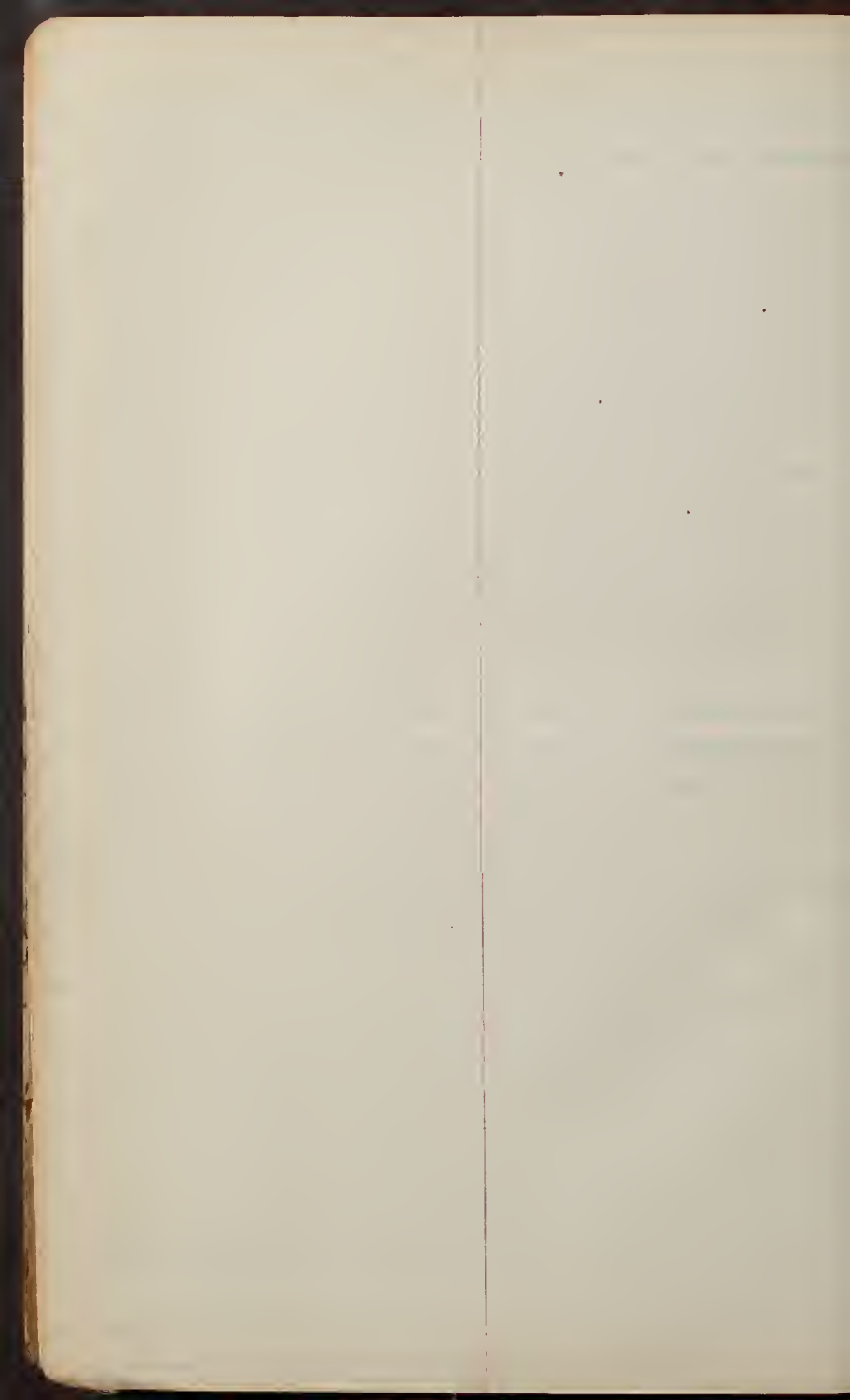
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